

# ***OH Magazine***

## **Manuscript Submission Guidelines**

### ***OH Magazine* General Information**

Thank you for your interest in submitting your original work to *OH Magazine*. Your support and contribution to our publication is very important to our mission; we strive to offer education and support to those who are seeking answers to obesity—a serious medical condition currently affecting more than one third of the population of the United States, and increasingly threatening the lives and health of our children.

#### **Purpose**

*OH Magazine* is published bimonthly by ObesityHelp, Inc., as a resource for hundreds of thousands of registered members as well as all who are fighting the battle of obesity and the many professionals interested in the care and treatment of individuals afflicted with the disease of obesity. The magazine provides comprehensive, timely coverage of developments in the Bariatric field, as well as mental and physical health resources for those considering bariatric surgery.

*OH Magazine* publishes articles on a wide range of topics, including bariatric program selection, patient financial concerns, managed care, insurance coverage (including Medicare/Medicaid issues), new technologies in bariatric healthcare, legislative and regulatory issues, research, post-bariatric plastic surgery, food addiction and other mental health concerns, advocacy, self-care, exercise, diet, nutrition, obesity comorbidities, testimonials, relationship changes after surgery, lifestyle issues, travel and other topics of interest to bariatric patients and their families.

#### **Audience**

Articles published in *OH Magazine* are directed toward members and visitors of ObesityHelp.com, many of whom are patients in the growing field of bariatric surgery. Our primary audience includes morbidly obese and formerly morbidly obese individuals between the ages of 18 and 55.

### **Manuscript Content Guidelines and Review Procedures**

Authors should use clear language and should generally avoid clichés and technical or medical jargon. Medical terms should be spelled carefully and correctly and explained if unfamiliar to the intended audience. Acronyms should be spelled out the first time they are used. Claims should be supported, and the writing should follow the standard conventions for written English. Footnotes should be used sparingly and only if unavoidable.

When submitting manuscripts for possible publication, authors should provide their full names, complete addresses, telephone and fax numbers, and e-mail addresses. If applicable, academic or professional titles, academic degrees and professional credentials should also be included. Submissions should also include any appropriate pictures that may be used in publication.

In general, manuscripts should range from 1,000-2,000 words (2-4 double-spaced typewritten pages) in length. Shorter manuscripts are preferred, especially for personal stories. However, longer manuscripts will be considered. Original graphs, charts, and tables can be provided when appropriate and may constitute additional pages. Authors should suggest titles for their manuscripts.

Potential contributors are encouraged to read our publication so that they may have a good understanding of style and content. Information about ordering back issues is available at [www.obesityhelpmagazine.com](http://www.obesityhelpmagazine.com).

#### **Endnotes and Citations**

Endnotes and citation are not encouraged in *OH Magazine*. However, if a manuscript is heavily research oriented, a references list should be included with the submission. Reference lists are absolutely required when individuals who are not experts on the subject matter of the manuscript write submissions.

When use of endnotes is unavoidable, endnotes should be numbered consecutively in the text and should be

listed following the text of the manuscript in the same order that they appear in the text. All citations must be formatted consistently using commonly accepted citation guidelines, such as those of the Chicago Manual of Style.

Lists of references or literature for further reading should likewise be complete, accurate, and formatted in a consistent, widely acceptable style.

### **Tables Charts, Graphs and Photographs**

Tables, charts, or graphs should be cited in the text; authors should refer to them as exhibits and number them consecutively. The exhibit should include a brief title as well. For example, “Exhibit 1: Age Distribution of Bariatric Patients.” All exhibits must be submitted with the manuscript for consideration for publication, but must be placed on a separate page or pages at the end of the manuscript and should not be included in the body text of the manuscript.

Photographs should be high-resolution electronic files if possible. Professional-quality photography is preferred. Photographs should be at least 300 dpi (dots per inch) whenever possible. They may be submitted with the following file extensions: .jpg (JPEG), .psd (PSD), .tif (TIFF), or .eps (EPS). JPEG and PSD file formats are recommended, but the other formats listed may also be used.

A brief description must be provided for each photograph. Please make sure that the file name of the photograph is included with the notes to avoid confusion. For personal photographs, please include the names of all individuals pictured, the approximate date of the photograph and the weight of the subject (when applicable). Special instructions must also be included, such as requests for the designers to edit certain individuals out of a photograph.

In the event that photographs cannot be submitted electronically, photographs may be submitted as prints by mail. Photographs will be returned to the author once they are prepared for print.

### **Article Formatting Requirements**

Manuscripts should be submitted with as little special formatting as possible. Authors should use a single typeface and a single type size. Documents should be double-spaced. Fonts should be Times New Roman or Courier, whenever possible, and should be set to 12-point size. Please use bold type only for manuscript titles and subheads. When possible, underline a word for emphasis rather than formatting it as italic.

The editors and publishers of *Bariatrics Today* reserve the right to return submissions to the authors without review should the above formatting requirements not be met. An author may, of course, re-submit his or her work with the appropriate formatting in place.

### **Manuscript submission**

Manuscripts must be submitted electronically. Please write in the subject line: “Article Submission: [Title of Article]”

Manuscripts may be submitted electronically by e-mail as Microsoft Word (.doc) or Rich Text Format (.rtf) documents. Manuscripts should be sent to editor@obesityhelp.com. Multiple submissions by the same author are permitted. However, each article must be submitted in a separate e-mail.

### **Manuscript Review**

Manuscripts considered for publication in *OH Magazine* are reviewed by medical advisors and staff editors. Authors should allow approximately eight weeks for the review process. Reviewers carefully consider each manuscript on the basis of technical accuracy, appropriateness for intended audience, usefulness to readers, quality of writing style and timeliness.

Successful informational articles contain strong examples, anecdotes, up-to-date facts and figures, case studies, and sound reasoning. Successful personal stories are well written, carefully thought out and organized, and focus on some uniqueness that makes the story stand out among those who may have similar experiences.

Articles rejected by reviewers are often outdated, overly broad, inappropriate in tone, poorly organized, poorly written, not written for the intended audience, inflammatory or inadequately supported or researched.

If reviewers believe a manuscript is not appropriate for publication in *OH Magazine*, authors will be notified. Occasionally, reviewers believe additional clarification or information is needed before a manuscript can be evaluated and accepted for publication. In that case, authors will be contacted and asked to make changes before a final decision on publication is made.

If a manuscript is accepted, authors are notified and are asked to sign a media release form granting first time publication rights to ObesityHelp, Inc. Authors may also be asked to make further edits to the articles based on editor or advisor suggestions.

A biography including full name, academic or professional title, credentials, phone numbers, fax number, email address and complete mailing address must be included for each author. The biographical information included in the publication will be adapted from this information. A high resolution photo of the author is requested for consideration to print within the published article.

## **Author Compensation**

*OH Magazine* does not pay authors for providing manuscripts. Authors and contributors will receive five complimentary copies of the issue in which their articles appear. Additional copies may be granted in certain circumstances at the discretion of the publisher.

## **Publication Scheduling**

*OH Magazine* operates on a four-month lead schedule. That is, the staff begins planning the details of an issue approximately four months before the publication date. Additionally, themes and focuses for each issue of the magazine are established several months in advance. This means that several months may elapse between the approval of an article for publication and its appearance in a magazine. *OH Magazine* does accept submissions on general topics of interest on an ongoing basis until a particular issue is deemed “filled” by the editorial board. Certain feature articles or those selected for inclusion in a particular issue because of slated theme will be subject to additional deadlines.

Other factors affecting the publication date include the existing backlog of accepted manuscripts and the subject matter of the manuscript (a piece on a similar topic may have appeared recently). We endeavor to include accepted manuscripts in a timely fashion, but we are not able to make guarantees about if or when a submission will appear.

## **Copyright**

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