

CANCER Journal Supplement

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In order to comply with CANCER's submission guidelines for journal supplements, JWC COVENANT will coordinate all aspects of manuscript submissions, the peer review process and editorial review in preparation for an *en masse* submission to the journal at the completion of the process.

The following instructions are sourced from CANCER's instructions to authors for the submission of original article manuscripts.

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Length Limitations

Original Articles, scientific reports of the results of original clinical research, are limited to 6000 words including the title page, abstract, text, references, figures, figure legends and tables. Abstracts are limited to 250 words. Papers may not grossly exceed the length limitations as described in this guide or they will be rejected by CANCER.

MANUSCRIPT SUBMISSION REQUIREMENTS

Electronic submission

Papers may be submitted electronically by e-mail, by mail or online at the official conference website, www.leukemia2008.org. Follow the instructions under "Submit a Manuscript" on the "Faculty" navigation tab.

Submit text files only as .DOC or .DOCX file formats. Submit artwork for images and graphs in a separate file as a .TIFF or .EPS, high-resolution (300 dpi or higher) format. See additional formatting requirements in the following sections.

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- **Clinical Trial Registry:** Cancer now requires that all prospective, randomized, controlled trials with patient enrollment starting on or after August 1, 2007, be registered in a public database that meets the requirements of the World Health Organization. Currently, such registries include the following: www.actr.org.au, www.clinicaltrials.gov, www.ISRCTN.org, www.trialregister.nl and www.umin.ac.jp/ctr/index/htm. For more information, please refer to the guidelines at <http://www.icmje.org>.

MANUSCRIPT COMPONENTS

General Style

Prepare the manuscript using American spelling and grammar. Use the following sources as guidelines for manuscript preparation and style:

- **Matters of spelling,** capitalization, punctuation, hyphenation, reference format, and general style: *American Medical Association Manual of Style*, 9th ed.¹
- **Citing cancer stages:** *American Joint Committee on Cancer Staging Manual*, 6th ed.² or *UICC TNM Classification of Malignant Tumours*³
- **Histologic classification of tumors:** *World Health Organization International Histological Classification of Tumours*⁴
- **Drug naming:** *USP Dictionary of USAN and International Drug Names*, 1997⁵
- **Chemical terms:** *Naming and Indexing of Chemical Substances for Chemical Abstracts*⁶
- **Terms relating to diseases, operations, and procedures:** *ICD-O: International Classification of Diseases for Oncology*, 2nd ed.,⁷ *Physicians’ Current Procedural Terminology: CPT*, 1995,⁸ and *SNOMED International*⁹
- **Presenting statistical material:** *Cancer Treatment Reports*¹⁰
- **Abbreviating journal titles** in references: *Index Medicus*¹¹
- **Units of measure:** *Syste’me International (SI)* or metric system.

Manuscript Format

The following components are required for a complete manuscript: cover letter, title page, abstract, text, references, figure legends, publication quality figures, and tables. Include page numbers on the document, beginning with the title page as number 1. Please use standard 10- or 12-point font size.

Title page

The following items are required on the title page:

- **Manuscript title**
- **Running title:** a short version of the title (up to 40 characters including spaces)
- **Each author's** name, academic degrees, and affiliation
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- **Sources of support** that require acknowledgment and/ or financial disclosure statements (including NIH grant numbers)
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- **Keywords:** 4 to 10 key words or terms to be used as index terms. Use terms from the medical subject headings list of *Index Medicus*.¹¹

Drugs

Use generic name (or generic name followed by trade name in parentheses), manufacturer and their location (city and country).

Abbreviations

Use only standard abbreviations and spell out all abbreviations at first use in the text followed by the abbreviation in parentheses.¹

Appendices

Supplemental materials presented as appendices are not permitted. These materials must either be placed within the manuscript or eliminated.

Classification and staging

AJCC/UICC TNM Classification and Stage groupings are to be used. If another staging system is stated, the AJCC/UICC TNM equivalent must also be given.^{2,3} The stage grouping is a combination of the individual T, N, M classifications (*e.g.*, Breast Carcinoma Stage IIA is T2 N0 M0. Please note IIA is the stage. T2 N0M0 is a combination of T, N, M classifications that satisfy the criteria for Stage IIA.). Reference to any T,N,M component is a classification and not a stage (*e.g.*, the T2 classification); it is not correct to state the classification as a stage (*e.g.*, the T2 stage). When a stage or classification is used in the manuscript, a reference citing the staging system must be provided. The first time a stage is used it must be accompanied by the T, N,M and the verbal translation of the numerical identifier (*e.g.*, Breast Carcinoma Stage IIA [T2 N0 M0]):

tumor more than 2 cm but not more than 5 cm in greatest dimension [T2], no regional lymph node metastasis [N0], no distant metastasis [M0]).

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The following guidelines should be followed including statistical analyses:

- Report the sample size n for each study and each analysis
- Describe the power analysis to justify the sample size if appropriate
- Identify all statistical methods and verify the assumptions for all statistical tests
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- Specify whether tests are one- or two-sided
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- Report n and the sample proportion for binary variables
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- Discuss and describe adjustments for multiple testing

References

If using EndNote (recommended), the CANCER reference style can be downloaded at www.interscience.wiley.com/jendnotes/. For assistance using EndNote, contact endnote@isiresearchsoft.com or visit www.endnote.com/support.

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Example: 5. American Cancer Society. Cancer reference information. Available from URL: http://www.cancer.org/docr007/CRI/CRI_0.asp [accessed January 26, 2006].

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CANCER

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- A page count along with a count of tables and figures
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