

# Guidelines for Authors and Contributors

The IAS–USA publishes *Topics in Antiviral Medicine* as a resource for physicians and other health care practitioners who are actively involved in the care of patients with HIV or other viral infections. The journal is indexed in Index Medicus/MEDLINE and is distributed to approximately 12,000 national and international subscribers.

The following guidelines describe the types of articles and contributions published in the journal, outline its policies, and provide instructions for authors. For further information, contact *Topics in Antiviral Medicine* at topics2011“at”iasusa.org.

## Categories of Articles

**Perspectives.** *Perspective* articles are summaries of selected talks given at IAS–USA continuing medical education courses. An IAS–USA medical writer prepares a summary manuscript from a transcript of the talk. The manuscript is reviewed and edited by the specific course presenter and the journal’s appointed peer reviewers.

**Reviews.** *Topics in Antiviral Medicine* welcomes original review articles on current issues related to infection with HIV or other viruses. *Topics in Antiviral Medicine* does not publish original research. Manuscripts should be 3000 to 6000 words (excluding references, tables, and figures) and should include numbered references and a brief introductory abstract of approximately 100 to 200 words. Original, adapted, or reprinted figures and tables may be included and should be cited in the text and accompanied by a brief title. Adapted and reprinted work requires proof of permission obtained from the original publishers and authors. Authors interested in submitting unsolicited manuscripts are encouraged to submit an outline or abstract of the proposed manuscript first; please contact the editor for further information.

**Editorials.** *Topics in Antiviral Medicine* and its editors invite submission of editorials. Editorials should be approximately 500 to 1500 words (excluding references) and should include numbered references.

**Special Contributions.** A special contribution article often represents the unique contribution (such as a consensus statement) of an author or group of authors.

**Cases From the Field.** *Topics in Antiviral Medicine* invites submission of case reports accompanied by a scholarly literature review of the topic. Each case report should be 1500 to 3000 words (excluding references, tables, and figures), include numbered references and a brief summary sentence, and seek to teach an important lesson for HIV or hepatitis virus care practitioners.

**Stories.** Stories for the *Telling Stories* column share the experiences of those involved in the care of people infected with HIV or other viruses. Stories may be approximately 800 to 3500 words; unsolicited submissions are welcome.

**Commentaries.** Discussion on a current issue in the management of viral diseases is welcome as a *Commentary*. Commentaries should be 500 to 1500 words and include numbered references as appropriate. Commentaries may be invited by the editors; unsolicited submissions are also welcome for consideration.

**Letters to the Editor.** Letters to the editor are welcome and should be sent to the address listed below. Limit 300 words.

**Special Issues.** *Topics in Antiviral Medicine* publishes 1 or 2 issues each year with a special focus, such as reports from recent scientific meetings and summaries of special IAS–USA continuing medical education courses.

**Online Articles:** Occasional articles appear online only. They are easily distinguished from printed articles by pagination beginning with “e.”

**Reprints.** Reprints of articles by expert panels convened by the IAS–USA are included periodically in *Topics in Antiviral Medicine*.

## Submission of Manuscripts

Manuscripts should be submitted via mail or e-mail to the address below. Each manuscript author should complete an Authorship Form, which is available online at <http://www.iasusa.org/pub> or may be obtained by contacting the editor at the address below. Outlines or abstracts of proposed manuscripts are welcome and may be sent via mail or e-mail.

Editor, *Topics in Antiviral Medicine*  
IAS–USA  
425 California Street, Suite 1450  
San Francisco, CA 94104-2120  
E-mail: topics2011“at”iasusa.org

Receipt of submitted manuscripts will be acknowledged by editorial staff, and submissions will be reviewed by peer reviewers. Acceptance for publication is based on the quality and relevance of the work.

## Copyright

Copyright to manuscripts published in *Topics in Antiviral Medicine* is owned by the IAS–USA. All authors and contributors of manuscripts accepted for publication, with the exception of US federal government employees, must sign a copyright transfer form as a condition of publication.

## Authorship Requirements

*Topics in Antiviral Medicine* uses the definition of authorship formulated by the International Committee of Medical Journal Editors and published in its *Uniform Requirements for Manuscripts Submitted to Biomedical Journals*.<sup>1</sup> This definition states: “Authorship credit should be based on (1) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; (2) drafting the article or revising it critically for important intellectual content; and (3) final approval of the version to be published. Authors should meet conditions 1, 2, and 3....Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship.” *Topics in Antiviral Medicine* will not consider ghostwritten articles for publication.

## Financial Disclosure

It is the policy of the IAS–USA to ensure balance, independence, objectivity, and scientific rigor in all of its educational programs. To that end, all authors and contributors of articles published in *Topics in Antiviral Medicine* are required to disclose to readers any significant financial interest or other relationship with any organization having financial interest in the content of the manuscript. Financial interests include employment, consultancy, honorarium, grant/research support, major stock ownership, and membership in a speakers bureau. The complete financial disclosure statements for all authors and contributors are published with the articles.

1. International Committee of Medical Journal Editors. Uniform requirements for manuscripts submitted to biomedical journals. Updated October 2008. Available at <http://www.icmje.org>. Accessed January 26, 2010.