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Contents

Editorial Policies
• Submission
• Ethics of the editorial process
• Human and nonhuman experimentation
• Previous submission (unpublished)
• Trial and research guidelines
• Named authors and contributors
• Acknowledgment(s)
• Conflict of interest statement
• Copyright statement
• Permissions
• Manuscript submission checklist
• Suggested reviewers
• Reprints
• Disclaimer

Manuscript Preparation
• Editing services
• Basic format
• Title page
• Word count
• Condensation and short title
• Abstract page
• Abbreviations and symbols
• Text
• Use of statistics
• Acknowledgment(s)
• References
• Tables
• Figure legends and figures
• Videos and computer graphics

Article Types
• Research
• Clinical Opinion
• Reviews
• Expert Review
• Systematic Review
• Reports of Major Impact
• Case Report
• Images in OB; Images in GYN
• Surgeon’s Corner
• Letters to the Editors/Replies

Editorial Policies

Submission
Authors must submit all elements of their manuscripts online at www.ees.elsevier.com/ajog/. Hard-copy submissions will NOT be considered or returned. A completed Manuscript Submission Checklist and Statement of Authorship signed by all authors must accompany all submissions.

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Submitted manuscripts are screened by Journal staff and editors. For some papers, a decision is made to decline immediately. All others undergo peer review.

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Authors must follow the ethical standards for human experimentation established in the Declaration of Helsinki (World Medical Association Declaration of Helsinki: recommendations guiding physicians in biomedical research involving human subjects. JAMA 1997;277:925-6). The editors assume that a manuscript emanating from an institution is submitted with the approval of the requisite authority. The authors of reports of human experimentation that require local institutional approval must have obtained this approval before the experiment was started; upon request of the Journal editors, the author(s) must provide copies of the appropriate documentation. Institutional approval must be indicated in the Materials and Methods section of the submitted manuscript. If the study is exempt from Institutional Review Board approval, an explanation must be provided under Materials and Methods.

For reports of experiments on nonhuman animals or other species, authors must state under materials and methods that guidelines for the care and use of the animals approved by the local institution were followed. The type(s) of nonhuman animals or other species used in an investigation must be named in the title, abstract, key words, and materials and methods sections of the manuscript.

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Provide a copy of previous peer review comments and a detail response to each point. This is required for any submission previously submitted to AJOG, optional if previously submitted elsewhere.

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**Acknowledgment(s)**

This section thanks those other than the authors who have made substantive contributions to the manuscript, including participants in collaborative trials and persons providing only data collection or assistance with preparing the paper for submission or publication.

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The author(s) accept(s) responsibility that the electronic file is complete and accurate upon submission, revision, and acceptance.

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**Title page (starting on page 1)** includes the following sequence:

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Supply an **unstructured abstract** (1 paragraph, no categories): for a Clinical Opinion, Expert, or Systematic Review, 50 to 250 words; for a Case Report, no more than 50 words.

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**Materials and Methods.** Describe briefly, but in sufficient detail to permit others to replicate the study, its plan, patients, experimental animals or other species, materials, and controls; methods and procedures; and statistical method(s) employed. Institutional Review Board (IRB) issues are to be addressed here as stated under “Human and nonhuman experimentation” in the Editorial Policies section above. If the study was exempt from IRB approval, provide an explanation in the Materials and Methods section of the paper.

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**Comment.** Do not repeat the details of data presented under Results or present any new data here. The editors strongly advise the following structure:

- A brief statement of the principal findings, limiting claims to those strictly supported by the data, avoiding speculation and overgeneralization. Give equal emphasis to positive and negative findings of equal scientific merit.
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In describing the statistical analyses performed, state which tests were used to evaluate a specific data set. In tables, indicate which statistical test(s) were used to evaluate the data.

Acknowledgment(s)
Name only those who have made substantive contributions to the study (see “Editorial Policies”).

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Identify each table with a brief title (as few words as possible; reserve abbreviations for the key) and with an Arabic number (Table 1, Table 2, etc.) in the order in which it is cited in the text. Each column, including the first, must have a heading. Put all explanatory matter in footnotes, including the spelling out of any nonstandard abbreviations used in the table.

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On the final page of the manuscript supply the following for each figure:
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The editors encourage the supplementary use of multimedia components such as PowerPoint, additional images, or video clips. On submission, all article types must include a disclosure statement on the title page and a signed statement of authorship.

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Manuscripts of more than 3000 words (not counting the title page, abstract, condensation, reference list, tables, figures, and legends) will not be considered.

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The full-length article appears both in print and on the Journal website. Article summaries are not created for Clinical Opinion papers.

Reviews

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These articles, invited by the editors, are concise reviews on a specific topic in which the author has expertise. The manuscript should be comprehensive but not exhaustive. Expert Review should be evidence based but include some
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Subheadings to identify sections of text are expected to be unique to the topic; the prescribed subheadings used in research articles do not apply. To prevent such subheadings from occupying many lines on a page, they should be as short as possible, not exceeding approximately 6 words.

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Each article in this category should represent a comprehensive and exhaustive systematic review of the literature related to the topic. Systematic reviews *may not* be combined with other manuscript types.

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Headings in the main text should include Introduction, Objective, Methods for Review, Results, and Comment.

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Authors who believe their original research article has the potential for affecting clinical practice in a major way or is otherwise of urgent importance may submit the manuscript under this category. The editors, in consultation with experts in the area addressed in the article, will assess the likely impact of the article and notify the authors whether it is being considered for this category or as a regular original research manuscript.

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A Journal-affiliated medical writer produces the shortened version, not exceeding 300 words, for print. It is submitted to the authors for their review and approval prior to publication.

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Letters may include 3 authors and no more than 400 words plus 1 to 4 references, at least one of which must cite the related Journal article(s). All data presented must be fully citable and cited in a supporting reference list.

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