

## Information for Authors - Residency Supplement 2021

### MANUSCRIPT SUBMISSION

Manuscripts should be submitted by the corresponding author via email, to [GRIT@shpa.org.au](mailto:GRIT@shpa.org.au).

Manuscripts must comply with the following:

#### Covering Letter

In the covering letter include the:

- title of the manuscript;
- name, address, telephone number and e-mail address of the corresponding author;
- a statement that none of the material has been published previously, is under consideration, or has been accepted for publication elsewhere;
- a statement of competing interests – authors must declare financial or other relationships that might lead to a conflict of interest;
- a statement that all persons listed as authors have read and given approval for the submission of the manuscript;
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- when studies involve experimental investigations on humans, a statement that the subjects provided informed consent and the name of the institutional ethics committee that approved the study; and
- a statement that the submission complies with the manuscript checklist (at the end of this document).

#### Title Page

On the title page include the:

- title of the manuscript (concise but informative);
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- word counts of the abstract and text (excluding title page, tables, figures, acknowledgments, references).

#### Manuscript Preparation

- Follow the requirements in this document, the reference citation guide <<https://www.shpa.org.au/resources/GRIT-reference-citation-guide>> and the 'Uniform Requirements for Manuscripts Submitted to Biomedical Journals' <[www.icmje.org](http://www.icmje.org)>.
- For further guidance on style, consult recent issues of the Journal and the *Style Manual for Authors, Editors and Printers* (6th ed. Canberra: Commonwealth of Australia; 2002).
- Use abbreviations sparingly.
- Use the System International (SI) units.
- Write numbers one to nine in full, except when they are attached to units of measure.

- Use generic drug names except when mentioning a specific proprietary preparation.
- Submit manuscript in Word, double-spaced and in Times New Roman 12 pitch.
- Number the pages consecutively starting with the title page.
- Include headings and subheadings to divide the manuscript into appropriate sections.
- Place tables, figures and appendices on separate pages at the end of the manuscript.
- Do not add text as headers, footers or footnotes.

#### Authorship

Each author should have participated sufficiently in the work to take public responsibility for its content. This participation should include:

- conception and design of study, or acquisition of data, or analysis and interpretation of data;
- drafting the manuscript or revising it critically for important intellectual content; and
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#### Acknowledgments

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Your must be approved for submission by all other authors and your immediate supervisor. If you have any questions on the submission process and prior approvals, contact [GRIT@shpa.org.au](mailto:GRIT@shpa.org.au)

## References

- Accuracy of the references is the responsibility of the authors.
- References should be verified by the authors against the original documents.
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## Tables

- Information contained in the tables should not be duplicated in the text.
- Tables should have a concise but informative title.
- Present tables in double-spaced type on separate pages.
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- For footnotes use these symbols in the following sequence: \*, †, ‡, §, ||, ¶, \*\*, ††, ‡‡, §§.
- Explain abbreviations in the footnotes.

## Figures (graphs, images, illustrations)

- Submit figures in electronic format.
- Images may be embedded in the manuscript but the original image file must also be sent separately.
- Images must be of high resolution.
- Preferred format for image files are PDF, EPS, JPEG and DOC.
- For graphs in Excel, the complete Excel file must be provided, including the data table.
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*Pharmacy GRIT* invites submissions under the following categories for the Residency Supplement: research, pharmacy practice, review, and case reports. All research, pharmacy practice reports, case reports and other scientific submissions will undergo external peer review by experts. A statistical review may also be sought from the journal's consultant statistician. The requirements for each category are detailed below.

## Research

- original research only;
- text limit 1500 words, reference limit 15, tables/figures limit 2;

- structure abstract (limit 150 words) under headings: Background, Aim, Method, Results, Conclusion; and
- structure text under headings: Introduction, Method, Results, Discussion.

## Pharmacy Practice

- any aspect of contemporary pharmacy practice;
- text limit 1500 words, reference limit 15, tables/figures limit 2; and
- unstructured abstract (limit 100 words).

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- critical analysis on current topics of interest;
- systematic reviews preferred, although narrative reviews accepted;
- text limit 1500 words, reference limit 25, tables/figures limit 4;
- specify details of bibliographic data sources (date range, indexing terms, limits) and criteria for study selection;
- summarise the main results and provide an interpretation of the studies; and
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- novel drug treatments that are not widely documented, have had a major impact on patient outcome or are of educational value;
- text limit 1500 words, reference limit 15, tables/figures limit 2;
- structure text under headings: Introduction, Case report, Discussion. No abstract required.

## MANUSCRIPT CHECKLIST

Check that you have complied with the following before submitting your manuscript:

- covering letter with all details and statements;
- title page details completed;
- word counts for the abstract and main text (excluding title page, tables, figures, acknowledgments, references) do not exceed limits;
- no headers, footers, footnotes or automatic referencing;
- abstract complies with requirements for structure and text limit;
- manuscript complies with requirements for structure and text limit;
- sufficient headings and subheadings in the text to divide sections;
- number of tables/figures does not exceed limit;
- separate graphic files are provided for figures embedded in the text;
- acknowledgements are noted; and
- references are in the correct format.