# CJASN Instructions for Authors

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**CJASN** is a monthly publication of the American Society of Nephrology (ASN). It was first published in 2006.

**Scope of Publication:** The goals of **CJASN**'s articles are to (1) rapidly and effectively communicate the most important advances in clinical and translational research in nephrology, including innovations in research methods and care delivery; (2) put these advances in context for future research directions and patient care; and (3) become an important voice on every issue that potentially affects the clinical practice of nephrology, particularly in the United States. Topic areas and descriptions are available in “Author Resources” at [www.cjasn.org](http://www.cjasn.org). All manuscripts must be submitted online through Manuscript Central at [http://mc.manuscriptcentral.com/cjasn](http://mc.manuscriptcentral.com/cjasn).

**CJASN** considers the following categories of articles:

**Original Research Articles:** This is the primary article type published in the journal and is limited to results of research studies undertaken in humans with kidney diseases, metabolism, hypertension, and other kidney-related issues such as physiology and pharmacology.

**CJASN** encourages trainees to submit manuscripts for consideration in the annual **CJASN** Trainee of the Year prize contest. This competition recognizes outstanding original work done by trainees in the early stages of their careers in nephrology. For eligibility criteria and additional details, please visit [https://cjasn.asnjournals.org/page/trainees/CJASNTrainee](https://cjasn.asnjournals.org/page/trainees/CJASNTrainee).

**Research Letters:** These are concise reports of innovative methods applied to, or results of, clinical research in humans with kidney diseases and hypertension.
**Expedited Reports:** Authors who believe that their findings are of unusual interest or importance to nephrology may request that their manuscript be considered for accelerated review and publication. Please contact Natalie Ngo, Managing Editor, at ngo@asn-online.org, to determine if the submission meets the criteria for Expedited Reports at CJASN.

**Invited Articles:** These are invited by the editors, and specific instructions are sent with the invitations. The invited article categories are listed below with brief descriptions. If an author is interested in submitting invited material, please email the manuscript title, category, abstract and/or outline of interest to ngo@asn-online.org for editorial consideration.

**Kidney Case Conference (How I Treat):** These articles are intended to help clinicians apply current knowledge at the bedside.

**Perspectives:** These are succinct articles on a wide range of issues with the potential to impact the clinical practice of nephrology.

**Reviews:** These articles summarize the current state of research on a given topic previously conducted in primary sources.

**Editorials, Patient Voices, and Series:** These articles are submitted by invitation only.

The following table summarizes the requirements for different article types:

<table>
<thead>
<tr>
<th>Article Type</th>
<th>Abstract Type</th>
<th>Word Count</th>
<th>Main Text Word Count</th>
<th>References</th>
<th>Figures</th>
<th>Tables</th>
<th>Supplemental Material Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Research</td>
<td>Structured</td>
<td>300</td>
<td>3000</td>
<td>50</td>
<td>4</td>
<td>4</td>
<td>Yes</td>
</tr>
<tr>
<td>Research Letters</td>
<td>None</td>
<td>800</td>
<td>500</td>
<td>5</td>
<td>1 figure or table</td>
<td>No</td>
<td></td>
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<td>Kidney Case Conference</td>
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<td>1000</td>
<td>10</td>
<td>1</td>
<td>None</td>
<td></td>
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<tr>
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<td>1000</td>
<td>10</td>
<td>1</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Reviews</td>
<td>Unstructured</td>
<td>300</td>
<td>3000</td>
<td>100</td>
<td>5 figures and/or tables</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Series</td>
<td>Unstructured</td>
<td>300</td>
<td>3000</td>
<td>100</td>
<td>5 figures and/or tables</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

*1200 words if manuscript has a figure; tables are not allowed.

**Cover Image:** CJASN welcomes the submission of high-resolution cover photographs. These images should be submitted through Manuscript Central, and authors should select “Cover Image” as the Manuscript Type. The submission must include text organized into three paragraphs (250-word maximum): (1) details of the case; (2) description of the submitted images; and (3) key teaching points. The pathologist or radiologist must be included as an author of the cover image when relevant. The images must be saved as TIFF files using CMYK rather than RGB color. The resolution specification for TIFF files should be 1200 dpi for monochrome figures that are black and white and 600 dpi for CMYK color photographs. The cover can accommodate up to three images; dimensions of the image depend on the number of images:

- One Image: Picas: 49p6 × 17p0 (Inches: 8.25” × 2.8”)
- Two Images: Picas: 24p9 × 17p0 (Inches: 4.125” × 2.8”)
- Three Images: Picas: 16p9 × 17p0 (Inches: 2.75” × 2.8”)

**Letters to the Editor:** CJASN does not publish “letters to the editor.” However, CJASN takes all inquiries seriously and will publish a correction as appropriate. Comments and concerns should be emailed to ngo@asn-online.org.

**Manuscript Submission**
All manuscripts must be submitted online through Manuscript Central at http://mc.manuscriptcentral.com/cjasn, or from www.cjasn.org, click on “Submit a Manuscript” in “Author Resources.”

**Original Research Articles**

**Manuscript Preparation**
Manuscripts must be typed in English, double-spaced, and include page numbers. Note: line numbers are autogenerated and should be excluded.

Restrict the use of abbreviations to terms that are common in clinical nephrology (CKD, AKI, and eGFR) and used frequently throughout the manuscript. Define each abbreviation at first use in the manuscript text and in each figure and table.
Manuscript Order
• Cover letter (optional but encouraged)
• Title page
• Abstract
• Introduction
• Materials and Methods
• Results
• Discussion
• Disclosures
• Funding
• Acknowledgments
• References
• Tables (all cited) with legends (appropriate descriptive titles)
• Figure legends
• Figures (individual figure files)
• Supplemental Material PDF (optional)

Cover letter: A cover letter is optional but encouraged. It may be used to explain unusual circumstances of a submission, such as similarity to and differences from other work published or previously submitted. Please see the "Instructions for Authors: Joint Policies for the ASN Family of Journals" for details on “Duplicate Submission or Prior Publication.”

Title page: The title page should include the manuscript title; all authors’ full names (first name, middle initial, last name); highest academic degrees and affiliations; the name, address, telephone number, and email address of the corresponding author; the word count for the abstract; the word count for the text, excluding references; and the number of figures and tables.

Title: The title of the manuscript should be nondeclarative and descriptive of the work, should be 15 words or less, and can include a subtitle to describe the study type (e.g., randomized controlled trial or systematic review and meta-analysis). In addition, please include a running head of 7 words or less.

Abstract: The abstract should consist of four paragraphs labeled as follows:
• Background and objectives
• Design, setting, participants, and measurements
• Results
• Conclusions

The use of abbreviations is strongly discouraged. Any abbreviations used in the abstract must be defined. Restrict the conclusions to those directly supported by the study data.

Materials and Methods: Describe the study design, population(s), exposure(s) or intervention(s), primary outcome, and analytic methods. Authors are encouraged to ensure that the description of the study design, analytic approach, and presentation of results meets the standards for publication by reviewing the relevant checklist, prior to submission, available in “Author Resources” at www.cjasn.org:

- Checklist for Reporting of Race and Ethnicity
- CHEERS Checklist for Economic Evaluation of Health Interventions
- CONSORT Checklist for Clinical Trials
- COREQ Checklist for Reporting Qualitative Studies
- PRISMA Checklist for Systematic Reviews
- SQUIRE Checklist (Standards for Quality Improvement Reporting Excellence)
- STROBE Checklist for Observational Studies
- TRIPOD Checklist for Prediction Model Development and Validation

CJASN encourages authors to use accurate and inclusive language to describe race and ethnicity in research. For additional guidance, see the article “Use of Race in Kidney Research and Medicine: Concepts, Principles, and Practice.”

Results: Follow these guidelines for the presentation of data within the text, tables, and figures:
• Please include the most relevant numeric data, such as sample size, numbers of events, important unadjusted or raw values such as event rates or distributions of exposure or outcome variables, and key measures of association with estimates of statistical confidence (such as 95% confidence intervals).
• All descriptive data for patients should be presented to the decimal place commonly used in clinical practice (such as age and estimated glomerular filtration rate in whole numbers, hemoglobin and albumin to one decimal place).
• For descriptive data, percentages >1% should be presented as whole numbers. Should authors prefer to make an exception, please justify.
• The use of p-values for describing intergroup differences when describing the study cohort, such as the data presented in Table 1 of the manuscript, is strongly discouraged for observational studies and not allowed for prespecified analyses of randomized controlled clinical trials.
• For parameter estimates (e.g., relative risks, hazard ratios, b values), use 95% confidence intervals whenever possible rather than P values.
• Do not use “NS” for P values; provide the actual P values.
• P values should have only two significant decimal places; however, lower values (e.g., 0.002) are acceptable. Values smaller than 0.001 should be listed as <0.001.
• All laboratory data should be presented using US conventional units.
• For each table and figure, provide sufficient context for readers to interpret the results without extensive reference to the accompanying text by using titles that clearly define the population, exposure, and outcome assessed, as well as footnotes that define cell contents, all abbreviations, and any unusual statistical approaches.
Disclosures, Funding, and Acknowledgments: Please see the “Instructions for Authors: Joint Policies for the ASN Family of Journals” for details on Disclosures, Funding, and Acknowledgments.

References: Limit references to 50 per original research article. List all authors for each article cited. Journal names should be abbreviated according to the BIOSIS list of serials. CJASN does not allow abstracts to be cited as references. The editors recommend downloading the latest style list from EndNote to ensure proper referencing. Additional reference information is available upon request. Journal articles and books:


A reference citing the United States Renal Data System must be to the original source data available at www.usrds.org.

Tables: Tables must be cited in the text, in numerical order, using Arabic numerals. Every abbreviation must be defined in every table. Authors should provide all relevant units.

Figures: Figures must be cited in the text, in numerical order, using Arabic numerals. Figures of quality sufficient for accurate peer review may be included in the main manuscript file for initial submission. If a revision is requested, authors must provide high-resolution figures in one of the following formats: EPS, AI, TIF, PDF, or Microsoft Office. Always embed all fonts and use standard font families like Arial/Helvetica, Times/Times Roman, Symbol, Mathematical Pi, and European Pi. Color images should be saved in RGB mode with ICC profiles embedded if possible. Please see “ASN Digital Art Guidelines,” available online (www.cjasn.org), for details on figure preparation.

Supplemental Material: Authors may submit supplemental material to accompany their article for online publication. This material should be important but not essential to the understanding and interpretation of the article. The material should be original, not previously published, and nonrepetitive of the material in the article.

The supplemental material should begin with a table of contents listing all elements included. The table of contents for the supplemental material should also be listed in the main manuscript following the Disclosures, Funding, and Acknowledgments. Supplemental tables should be listed in numerical order beginning with “Supplemental Table 1.” Supplemental figures should be listed in numerical order beginning with “Supplemental Figure 1.” Upload all supplemental material (except for spreadsheet documents and video files) as a single indexed PDF file. Questions regarding relevancy of supplemental material may be emailed to nngo@asn-online.org.

Supplemental material will be made available to editors and peer reviewers during the review process but is not subjected to the same scrutiny as the main manuscript. If the manuscript is accepted for publication and the editors deem the supplemental material appropriate for online publication, it will be posted online at the time of publication of the article. Unlike the manuscript, supplemental material will not be edited or formatted by CJASN staff; thus, authors are responsible for the accuracy and presentation of all such material. Supplemental material will not be made available to the authors at the proof stage.

Visual Abstracts: The CJASN editorial team will create a Visual Abstract following a minor revision decision and will forward it to the corresponding author for review and concurrence. Authors are asked to respond as soon as possible to maintain the publication schedule.

Review Process

Peer review at CJASN is a two-step process. The first step is an internal peer review. Each manuscript is read independently by two or more editors and is assessed for the extent to which the findings advance the understanding of the field, as well as internal and external validity of the study. If at least one of the editors recommends the manuscript move forward, it goes to the second step of external peer review. About one third of manuscripts are sent for external peer review. Given the volume of submissions, it is not possible for CJASN to provide narrative comments from the first step of internal review.

All manuscripts sent for external peer review are reviewed by at least two reviewers, in addition to an associate editor. On the basis of the reviewers’ comments and recommendations, and in consultation with the entire editorial team, a decision is made to allow the authors to revise and resubmit (either as a major or minor revision) or to reject and not consider the manuscript further. Manuscripts should be resubmitted within 30 days for a minor revision and 60 days for a major revision.

Revised manuscripts are sent out for review again at the discretion of the associate editor. Based on the authors’ revisions and the reviewers’ comments, a decision is made to accept, request additional revisions of, or reject the manuscript. Note that not all manuscripts that are revised and resubmitted will be accepted.

Accepted Manuscripts

Proofs: Accepted manuscripts will be copyedited, and electronic proofs will be made available for author approval. Authors will be notified by email when their proofs are ready. Please be sure to answer all queries. Only minor corrections are permitted. Proofs will not include supplemental material because this material will appear online exactly as provided.