



**Journal of the Georgia Public Health Association
GPHA Conference Proceedings: Call for Submissions
Special Guidelines to Authors**

For the summer 2016 issue, jGPHA will publish the proceedings from the 2016 GPHA Annual Meeting and Conference. The leading forum in Georgia for public health researchers, practitioners, and students to explore recent developments in the field and exchange techniques, tools, and experiences, GPHA's annual meeting brings together participants from across the state. The theme for this year's conference was "**Understanding Public Health: Research, Evidence And Practice (REAP)**," and conference proceedings will be devoted to this theme as it relates to public health practice, research, teaching, scholarship, and service.

In public health, REAP is comprehensively applied research that strives to transform available knowledge and make it useful. It is translating research into effective interventions that improve population health by influencing individual and social determinants of health. REAP incorporates epidemiological perspectives, behavioral theory, and social sciences to shape policy, practice, and future research. It plays a pivotal role in synthesizing evidence as it interfaces with individuals, organizations, and communities.

TYPES OF ARTICLES

Submissions must adhere to formatting instructions and will be judged for quality and relevance through peer-review. The following are brief descriptions of articles for publication in the jGPHA Conference Proceedings. Authors are invited to review the manuscript checklist and select from one of three categories listed below:

A. Full Manuscript

The Editor invites original research and related papers in health promotion/disease prevention, community engagement, advocacy, and public health policy. Guidelines for full manuscripts include:

1. **Font:** Times New Roman
2. **Margins:** 1" (top, bottom, left, right)
3. **Page Limitations:** Submissions are limited to 20 pages in length.
4. **Title:** The title should include a description of the work, set in Times New Roman Bold, font size 14, with a word limit not exceeding 15 words.
5. **Authors and Affiliations:** The names of all authors, their degrees, and affiliations (name, city, state) should follow the title. The corresponding author's name and email address must be included.
6. **Abstract:** A 300-word, structured abstract is required, containing the following bolded headings: **Background, Methods, Results, and Conclusions**. The abstract should describe the main objectives of the study and be free of citations.
7. **Keywords:** Keywords used in the manuscript, up to 7, should follow the abstract.

8. **Introduction:** Included in this section is the background to the work, purpose, and its significance. The objectives and hypothesis (if appropriate) should be included. References should reflect the current literature.
9. **Methods:** This section describes the public health approach supporting the effort.
10. **Results:** This section should present enough detail to permit readers to fully replicate the authors' effort. As appropriate, subsections (e.g., sample/population, recruitment, statistical analyses) are recommended.
11. **Discussion:** In this section, authors should interpret the results, describe limitations, and outline the implications of their work for public health.
12. **Conclusions:** This section should elucidate how the results support the purpose, aims, and/or hypothesis.
13. **Acknowledgement:** Funding sources (including agency name and grant number) and individuals/organizations supporting the authors' work should be included in this section.
14. **References:** jGPHA uses in-text citations (e.g., authors last name, year). References should be listed in alphabetical order at the end of the manuscript and formatted based on the following examples:

- **Book Chapters:**

Name of the author (last name, first initial). Title of the book. Name of the chapter. Volume no. Edition. Edited by _____ (last name, first initial). City, State; Year: Page numbers.

- **Thesis:**

Name of the author (last name, first initial): Title. Degree thesis. Name of the University, Name of the Department; Year.

- **Journal:**

Names of the authors (last name, first initial). Title. Journal abbreviation, Year, Volume (Issue): Page numbers.

- **In-Press Article:**

Names of the authors (last name, first initial): Title. Journal abbreviation, *in press*.

Authors are responsible for the accuracy and completeness of references and for correct in-text citations.

B. Abstract

Poster and workshop presenters from the 87th GPHA Conference and Annual Meeting are invited to submit abstracts for publication in the Journal of the Georgia Public Health Association (jGPHA). **ALL abstracts accepted for presentation at the GPHA conference are eligible for publication; however, they must adhere to the following guidelines:**

A 300-word, structured abstract is required, containing the following bolded headings: Background, Methods, Results, and Conclusions. The abstract should describe the main objectives of the study and be free of citations.

1. **Background:** Include the purpose, hypothesis, and/or research question.
2. **Method:** State the study design, study dates, setting, participants, inclusion/exclusion criteria, statistical methods approach, and human subjects protection/institutional review board approval.
3. **Results:** Report results relevant to the study methods based on the stated hypothesis/research question.
4. **Conclusions:** State implications to public health.

C. BRIEF Report

Workshop presenters* from the 87th GPHA Conference and Annual Meeting are invited to submit short articles for publication in the jGPHA. In addition to following the jGPHA formatting requirements outlined for full manuscripts, authors should note the following general specifications for the *Brief Report*:

1. A limit of 2 figures or 2 tables or 1 of each is permitted. Photographs, illustrations, or other information that complements the manuscript are encouraged.
2. A 4 sentence structured abstract with the following headings: Background, Methods, Results, Conclusions, is required.
3. A maximum of 5 key words must follow the abstract.
4. Organize the 100 word manuscript with the following:
Introduction (≤ 100 words)
Methods (≤ 300 words)
Results (≤ 300 words)
Discussion/Conclusions (≤ 300 words)
5. Acknowledgements may be included.
6. Include a maximum of 12 references following the format outlined above.

*Workshop presenters may submit an abstract or a brief report.

SUBMISSION & EDITORIAL POLICY

The Institute of Public & Preventive Health, Augusta University, manages all aspects of the submission and notification process electronically.

A cover letter and manuscript should be submitted online through the jGPHA portal (<http://www.gapha.org/jgpha/>).

When an author submits a manuscript to jGPHA, the journal's editors review it to ensure that it meets the guidelines and evaluate its appropriateness for the journal's readership. The manuscript then undergoes blind peer review. Please note that peer reviewers evaluate but

do not edit the manuscript. Editorial staff members edit manuscripts for organization, grammar, style, format, clarity, and forward them to a layout assistant. A proof of the accepted document is created and forwarded to the submitting author for review. Proofs must be carefully checked by authors and returned within three (3) days of receipt. Authors may offer suggestions on these edits but do not have the right of refusal. The journal's editor-in-chief or guest editor makes final decisions on publications.

JOURNAL PUBLISHING AGREEMENT

Prior to publication, a publishing agreement must be signed, dated, and submitted online through the jGPHA portal.

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PUBLICATION TIMELINE

March 23, 2016	Call for Papers
May 1, 2016	Submission Deadline
July 1, 2016	Peer Review Notification
July 31, 2016	Camera Ready

The issue will be publicly available on the GPHA website on **August 15, 2016**.

INVITED EDITORIAL

Johanna M. Hinman, MPH, MCHES, Immediate Past President of the Georgia Public Health Association will provide an invited editorial.