

Notes to Authors

Information for Potential Authors

The British Journal of Anaesthetic and Recovery Nursing publishes the following types of articles, but welcomes any submission of relevance:

- Editorials
- Original articles
- Original research
- Study day and conference reports
- Correspondence
- Case reports
- Notices
- Review articles
- News articles
- Audit reports
- Unit Interviews (www.barna.co.uk) Select 'BJARN' then 'Introduce Your Unit'

SUBMITTED MATERIAL

Authors are requested to submit a copy of their typescript as a 'word' document, preferably by email as the Editor cannot accept responsibility for damage to/or loss of material discs. When a paper is accepted for publication, it is done so on the understanding that it is not being submitted simultaneously to any other journal in the English language. The Editor will make editorial and literary corrections as she sees fit. Any opinions expressed or policies advocated do not necessarily reflect the opinions or policies of the Editor or the British Anaesthetic and Recovery Nurses Association. Any article submitted should contain:

- Title of the article
- Initial and name of each author
- Relevant qualifications
- Name and address of the department or institution to which the work should be attributed
- Name, address, telephone number and e-mail address for the author responsible for correspondence
- Abstract or summary and section headings if suitable



DIAGRAMS, ILLUSTRATIONS AND PHOTOGRAPHS

All diagrams, pictures or illustrations should have a short description or caption sent with them. Titles should appear above each table or figure. They should also be referred to in the text. Photos should be sent as an attachment and as a jpeg file, along with where you wish them to be placed.

HARVARD REFERENCING

References should be presented in the Harvard style. The accuracy of the reference you provide is your

responsibility. In the text your reference should state the author's surname and the year of publication e.g. [Smith, 2002] unless the reference is at the beginning of the sentence when only the date is put in brackets e.g. Smith [2002] states ... If there are two authors, you should give both surnames [Smith and Black, 2001]. When a source has more than two authors, give the name of the first named author followed by 'et al', however do not use *et al* in the reference list, credit must be given to all authors. Where a quotation is used within your paper; the author, date and page number should be given, e.g.

'For many years the recovery unit has been viewed as the "Cinderella" of the operating department. Indeed twenty-five years ago many hospitals did not have recovery units and post surgical patients were recovered on the surgical wards directly from theatres.' (Oakley and Spiers, 2004 P 137)

A list of all the references in your manuscript should be typed in alphabetical order, on a separate sheet entitled 'References' at the end of the paper. Each reference to a paper needs to include authors' surnames and initials, year of publication, full title of paper, full name of journal, volume number, and first and last page numbers. References should conform to the Harvard style. Here is an example:

Wilson S, Forrester A (2002) *The way forward for anaesthetic and recovery nursing. Accident and Emergency Nursing* 13(1), 1–8.

References to books should be given in a slightly different form, as in this example:

Radford M, County B, and Oakley M (2004) *Advancing Perioperative Practice. Cheltenham: Nelson Thornes.*

When using an edited book, the author of the chapter will be used in the text and in the reference list and will be referred to in the following way:

Oakley M and Spiers C (2004) *Chapter 6 Principles of Recovery Practice. IN Radford M, County B and Oakley M (2004) Advancing Perioperative Practice. Cheltenham: Nelson Thornes.*

Secondary references can be used, but overall these should be avoided. With the advent of the internet there are very few primary sources that will be unavailable to

authors. The rationale for using a secondary reference is that the author is unable to find the primary source and must therefore use the secondary reference. If a secondary reference has to be used, the text should read; Smith [1978] cited by Brown [2004]. In the reference list it is Brown that is listed as the reference, because if the Smith reference had been used it would be the primary reference.

LETTERS TO THE EDITOR

Readers are welcome and encouraged to write about any topic that relates to the practice of anaesthetic and recovery practice or relevant to contents of the journal. Such letters will be published under 'short communication' and can be in relation to something you have read in the journal, or an item of news, etc.

WE ARE WAITING FOR YOUR EMAILS AND PHONE CALLS

The Editor in Chief and relevant members of the committee would be pleased to hear from any potential authors. Please do not hesitate to contact us. If having your work published sounds like a scary prospect, drop us an email and we will offer advice and support and start you on the road to being in print. Publishing in the British Journal of Anaesthetic and Recovery Nursing is an excellent opportunity for professional and personal enhancement. So come on, your journal is growing: Be part of it.

Submissions and ideas to:

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