

American Journal of Transplantation

Major Changes to the 2011 Instructions to Authors:

1. New policy regarding the use of organs from executed prisoners (page 2)
2. New statistical guidelines and updated genomics instructions (page 2)
3. New submission types: Comprehensive Reviews and Images in Transplantation (page 3)
4. Updates to word, reference and illustration limits (page 3)
5. Detailed descriptions of each manuscript type (page 3)
6. Updated policy on use of trade/brand names (page 4)
7. Video submission guidelines (page 5)
8. New Copyright Transfer Agreement (page 6)
9. OnlineOpen option for accepted manuscripts (page 6)

Instructions to Authors

Effective November 2011

Publication Policies

Policy Regarding Executed Prisoners

The *American Journal of Transplantation* (AJT) will not accept manuscripts whose data derives from transplants involving organs obtained from executed prisoners. Manuscripts writing about this practice (e.g. an editorial or a report recounting the secondary consequences of this practice) may be considered at the discretion of the Editorial Board, but require a written appeal to the Board prior to submission of the manuscript.

Institutional Review Boards

It is your responsibility, as the author, to have the proper institutional review board (IRB) approve your research study before submitting your manuscript for review. Your submission must state that you have such approval if your paper describes human subjects or experimental animals. For human studies, the IRB approval number and protocol number should be listed. IRB approval should be described in the Materials and Methods section.

Clinical Trials Registration and CONSORT Guidelines

In accordance with the policies of the International Committee of Medical Journal Editors (ICMJE), all papers reporting randomized prospective clinical trials must include evidence of registration as a clinical trial as well as a completed copy of the Consolidated Standards of Reporting Trials (CONSORT) checklist. The CONSORT checklist can be obtained at <http://www.consort-statement.org/consort-statement/overview0/#checklist> and must be included in the file upload step of manuscript submission as a supporting document.

Statistical Guidelines

All submitted manuscripts containing data analyses will be evaluated for the integrity of the statistical methods as well as a sufficient description of the methodological approach. This will entail evaluation of the study design, statistical analysis and presentation and interpretation of study results. As a general guideline, readers of the manuscript should be able to replicate the analysis with the same data based on the description given in the Methods section. Authors are encouraged to carefully select language in the Discussion that is appropriate given the study design and refrain from causal inferences from observational (nonrandomized) studies. Authors should also be explicit about the limitations of the study. Failure to disclose important limitations upon submission will be viewed with greater scrutiny than those clearly discussed.

Key elements which should be consistent for all submitted manuscripts include the following:

1. Authors should report all p-values (no use of "NS" to represent nonsignificant findings).
2. Authors should explicitly state the study design in the abstract and in the Methods section of the manuscript.
3. For phase III clinical trials, authors must include a justification for the sample size with all assumptions clearly delineated.
4. Figures and tables should be interpretable as stand-alone products and should include p-values if applicable and a description of units, axes, symbols.
5. Clinical studies should include a table providing descriptive statistics of the study population.
6. The sample size for all studies should be included in the abstract and Results section as well as an explanation of all patient exclusions if applicable (for the latter a flow diagram may be helpful if exclusions appear at multiple steps). Further details about statistical guidelines are available online at <http://www.amjtrans.com/view/authorInstruction.html>

Authors are also encouraged to consider guidelines that have been published concerning appropriate reporting of prospective and retrospective studies including CONSORT, STROBE (STrengthening the Reporting of OBservational studies in Epidemiology) and STREGA (Strengthening the Reporting of Genetic Association Studies). Links to the respective guidelines can be found at <http://www.cochrane.org/about-us/evidence-based-health-care/webliography/books/reporting>

Biostatistical and Bioinformatic Analysis of Genomic and Similar Large-Scale, Data-Intensive Studies

Complex data sets generated by current and future technologies for high-throughput functional genomics raise significant new challenges for analysis and interpretation of results. While this element of the field continues to change rapidly, certain general guidelines are still important to describe. Details of data analysis must be provided in the Materials and Methods that are sufficient for readers to gain a reasonable basic understanding of

what has been done and with what tools. However, if word limit constraints are prohibitive, the details of these approaches can be included as Supporting Information.

Key elements of an adequate data analysis plan for complex data must include a statement of statistical power and an explanation of how this calculation was made and what assumptions were made in the calculations. Whenever applicable the issues of user-defined thresholds must be detailed, including normalization protocols, thresholds for signal strengths or fold-expression and the rationalization for user-defined p-values. Whenever applicable the issue of multiple testing corrections must be described. Other variables that can impact complex data analysis (such as clinical values and population characteristics including age, race/ethnicity, center effects, time, disease causes, therapy deviations or use of investigational agents) must be acknowledged and can be addressed by multivariate analysis or equivalent methods. Whenever possible, authors should demonstrate that results can be obtained by more than one tool for data analysis or acknowledge that only one tool can provide a given result and a reasonable number of others fail. In this situation, authors need to explain why only the one tool will work.

While authors are not expected to solve all the issues currently created by complex data analysis, they are expected to use the best current tools for analysis, though that does not require all the possible tools available. Authors are also expected to reasonably acknowledge the issues that might complicate the analysis of the data in their study to properly contextualize any claims.

NIH Manuscript Submission Requirement

According to the National Institutes of Health (NIH) mandate, all papers reporting research funded by the NIH must be submitted to PubMed Central. AJT requires that authors self-identify as NIH funded. During manuscript submission, the submitting author has the option to indicate that the research was NIH funded. If so, and the manuscript is accepted, the manuscript will be forwarded to PubMed Central by the publisher, Wiley-Blackwell. Wiley-Blackwell will also send all manuscripts to PubMed Central that list NIH funding in the Acknowledgments section or on the copyright transfer form. PubMed Central will receive the accepted version (not proofread or typeset). These manuscripts will become freely available to the public twelve months after the online publication date.

Duplicate Publication and Scientific Fraud

In case of possible scientific misconduct (e.g. suspected fabrication or falsification of data, double publication, or plagiarism), the Editor-in-Chief will attempt to clarify the matter with the authors. Should that fail to resolve the situation satisfactorily, the Editor-in-Chief will contact the institution of the corresponding author. The institution should then make an inquiry and report to the Editor-in-Chief. Until the matter is clarified, no papers by any authors on the disputed manuscript will be considered for publication.

Prior Publication

Submission of a manuscript to AJT implies that the content has not been published previously and will not be submitted for publication elsewhere while the manuscript is under review. AJT considers research results (excluding abstracts and student dissertations) to have already been published if they are publicly available with a fixed content (i.e. content is in an unalterable form) and are citable in any language.

Embargo Policy

For manuscripts considered to be in press or approved for publication, the *public release of information should not precede the actual publication of the work*. The publication date is defined as the date the paper is posted full-text online in Wiley Online Library (<http://onlinelibrary.wiley.com>). This embargo policy protects the peer-review process and the newsworthiness of the scientific content of published articles, and minimizes the chance for the appearance of misinformation in the lay press. The policy also ensures that scientists have access to all relevant information at the same time as the public. These restrictions do not apply to the presentation of the work at scientific conferences or symposia that precede the actual publication date. Although news reporters may be present at such meetings or symposia, information, tables or illustrations that in any way duplicate the content of a manuscript submitted for publication or in press should not be provided to reporters by the authors. In particular, press conferences should not be held before the embargo date. The official release of videotape presentations and electronic prepublication of articles on the internet should adhere to the embargo policy. Violations of these policies are legitimate grounds for withdrawal of the manuscript from publication or other measures that AJT may choose to take.

Protection of Patients' Rights to Privacy

Patients have a right to privacy that should not be infringed without informed consent. Identifying information should not be published in written descriptions, photographs and pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that the patient be shown the manuscript to be published. Identifying details should be omitted if they are not essential, but patient data should never be altered or falsified in an attempt to attain anonymity. Complete anonymity is difficult to achieve, and informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of patients is inadequate protection of anonymity.

General Information

Overview

AJT is the official journal of the American Society of Transplantation and the American Society of Transplant Surgeons. AJT seeks to provide its readership with literature of the highest quality and impact possible through a process of careful peer review and editorial comment. All papers, including those invited by the Editorial Board, are subject to peer review. Please see below for a list of the types of manuscripts published by AJT.

Type of Submission	Text Word Limit*	Abstract Word Limit	Reference Limit	Illustration Limit
Original Article	4000	200	N/A	N/A
Brief Communication	3000	200	30	N/A
Case Report	2000	200	20	N/A
Special Article	3000	200	30	3
Meeting Report (invited by Editorial Board)	3000	200	30	3
Personal Viewpoint	3000	200	30	3
Editorial (invited by Editorial Board)	800	No abstract required	5	1
Comprehensive Review (invited by Editorial Board)	6000	200	N/A	N/A
Minireview	3000	200	40	3
Images (CME)	250	No abstract required	3	3
Letter to the Editor	500	No abstract required	5	1
Book Review (invited by Editorial Board)	650	No abstract required	5	0

*Includes abstract and main text up to the Acknowledgments section

Original Articles: Original factual observations of importance to the practice of transplantation or its related science that have been rigorously tested using the scientific method are appropriate for submission as Original Articles. Original Articles must follow the standard presentation format as detailed in the Manuscript Preparation section below, and present the results in sufficient detail for their merit to be judged by the authors' peers, and the experiments to be repeated by others. The use of supplemental methods and figures is acceptable in cases where the word limits constrain the authors' abilities to sufficiently detail the work. The significance of the findings should be conveyed in the Discussion with minimal extrapolation or hyperbole, allowing the empirically tested facts to support the commentary.

Brief Communications: The Brief Communication format should be used to convey singular novel, factual observations that have been tested with the same rigor as required by Original Articles. This format is appropriate for observations of limited scope; it is not appropriate for items that have been incompletely tested or preliminary observations that remain speculative in nature.

Case Reports: Exceptionally unique clinical observations made on one or a small number of patients that convey unique, generalizable insights about the practice or science of transplantation may be reported using the Case Report format. Rare, but otherwise typical, clinical scenarios or particularly difficult clinical situations are generally not appropriate unless

they inform a broader concept in the field. Notable first cases or new applications of transplantation will be considered to the extent that they support a nonintuitive conclusion.

Special Articles: Articles highlighting a topic of special relevance to the entire field of transplantation, emanating as an official policy of a relevant governing body, or conveying important consensus recommendations for clinical or academic practice (e.g. practice guidelines) may be submitted for consideration as Special Articles. In general, these articles should be vetted with the Editor-in-Chief prior to submission.

Meeting Reports: Articles highlighting a congress or consensus meeting of special relevance to the field of transplantation may be submitted with the advance permission of the Editor-in-Chief. In general, the focus of the report should be the prevailing outcome of the meeting or how its occurrence changed thought, rather than an accounting of the proceedings of the event.

Personal Viewpoints: Documents conveying the opinion of an author or group of authors may be submitted for peer review providing the opinions are collegially conveyed and inform the practice of transplantation or its related science. While liberty is given to extrapolate beyond the usual confines of a scientific manuscript, opinions must be reasonably fact-based and contain logical inferences. Opinions about clinical practice or scientific data are appropriate where there are barriers to actual prospective testing of an issue, but they should not be used to advance thought that could be reasonably tested experimentally.

Editorials: Editorials are exclusively invited works that are commissioned to comment on a recently accepted manuscript or published work or event. The Editorial should place its referenced work in a broader perspective, provide a balancing interpretation, or highlight important features or consequences that may be insufficiently apparent.

Comprehensive Reviews: Comprehensive Reviews focus on the major advances shaping the field today. The expanded format allows the author to pay some appropriate homage to the seminal history of the topic to the extent that it informs the evolution of the present practice. The manuscript should demonstrate the relationship between the relevant biology and the clinical phenotypes defining the field. A section on likely future developments is appropriate. Comprehensive Reviews are exclusively invited by the Editorial Board.

Minireviews: A Minireview is a concise review of an area where there has been recent (generally within the past 5 years) significant progress by a number of investigators and/or laboratories. It should not be a review of one or two centers or laboratories but should be broadly based. The references must all be in peer-reviewed journals with no refereed proceedings, personal communications or unpublished results. Most Minireviews are invited by the Editorial Board. However, proposals may be submitted to the Editorial Office for consideration. Proposals should be approximately 250 words and include the major references that will be used.

Images (CME): Images in Transplantation is a learning opportunity built around one or more key images and is a Continuing Medical Education (CME) activity certified for 1 *AMA PRA Category 1 Credit*[™]. Submissions for this feature are limited to 4 authors, 3 images, 250 words for the case description, 4-6 multiple choice questions, and 500 words and 3 references for the case answers and discussion. Additional items are required at the time of submission to meet CME requirements. Please see the full instructions for this section at <http://www.amjtrans.com/view/cme.html>

Letters to the Editor: Letters to the Editor are appropriate to convey thoughts about and/or publicly question recently published material or current events. When an accepted letter specifically refers to a manuscript in AJT, the authors of the cited manuscript may be given an opportunity to briefly reply. This format is also appropriate for a brief, definitive, scientific or clinical observation that is supported by data and adequately conveyed in the abbreviated Letter format.

Book Reviews: New publications of likely interest to the readership of AJT may be submitted to the Editorial Office to be considered for a public Book Review. Book Reviews should be based on the review author's firsthand reading of the book, and guide readers with regard to the book's strengths and weaknesses, as well as the readership to which the book is likely to appeal.

Authorship

Authors should be limited to those individuals who contributed in an important manner to the study design, data collection and analysis, or writing of the paper. Authorship should adhere to the guidelines of the ICMJE: http://www.icmje.org/ethical_1author.html. Submission implies that the manuscript has been read and approved by all authors, and all authors take responsibility for the manuscript. The submitting author

must have permission from all authors to submit the manuscript on their behalf and to execute the copyright transfer form if the manuscript is accepted.

English Language Services

The accepted language for AJT is English. Authors are responsible for linguistic and grammatical editing of manuscripts before submission. Improperly prepared or edited manuscripts will be unsubmitted. Authors for whom English is a second language may choose to have their manuscript professionally edited before submission. Please visit http://authorservices.wiley.com/bauthor/english_language.asp for a list of English language service providers.

Trade/Brand Names

In general, no trade/brand names should appear in titles or abstracts. Please use generic or chemical names whenever possible. If it is necessary, for clarity, to stipulate a particular name, it may be mentioned one time in the Materials and Methods section of a manuscript with the manufacturer's name, city, and state or country. Deviations from this policy may be appealed to the Editor-in-Chief, and will be considered in circumstances where the trade name is absolutely required for scientific accuracy.

Transplant Donation Terminology

Use of words such as "cadaveric," "retrieval" and "harvesting" when describing deceased donors is unacceptable. Please use the following suitable terminology when referring to such donors:

- "Recover" or "recovery" or "procure" or "procurement" should be used instead of "harvest" or "retrieval."
- "Deceased donor" should be used instead of "cadaver" or "cadaveric."
- "Mechanically assisted," "ventilated" or "organ-perfusion support" instead of "life support" should describe the state of a brain dead donor.
- "Donation after cardiac death" is preferred over "non-heart-beating donation."

Manuscript Preparation

In the following sections you will find detailed information outlining the requirements for each section of your submission. Please adhere to these instructions as failure to do so will result in your manuscript being unsubmitted. Please note that there are additional requirements for revised manuscripts.

All manuscripts must be submitted through the ScholarOne Manuscripts™ website at <http://mc.manuscriptcentral.com/ajt>. Authors are encouraged to keep copies of all manuscript files. AJT accepts no responsibility for files that are lost or destroyed due to electronic problems.

The Submission Process

1. Follow the instructions and enter all required information
2. File upload*
3. Submit your manuscript

*File Upload

1. Cover letters are optional.
2. The **main body document** is the most important file that you will upload. It must be double spaced. Do not insert Line Numbers. For most manuscript types, it should contain the following:
 - Title Page
 - Title
 - Authors and Affiliations
 - Corresponding Author Email
 - Running Title
 - Key Words
 - Abbreviations
 - Abstract
 - Introduction/Materials and Methods/Results/Discussion
 - Acknowledgments
 - Disclosure
 - Figure Legends
 - Description of Supporting Information
 - References
3. Tables and Figures can be included in the main body document or uploaded separately. They should not be embedded within the text.
4. Supporting Information: Be sure to indicate where this material is to be hosted. See Hosting Options later in this document.

Format: Uploaded files may be saved in Microsoft Word (DOC or DOCX) or Rich Text Format (RTF), as our publisher requires one of these formats in the event of acceptance. Do not upload PDF files for the main body document.

Why your paper may be unsubmitted: The Editorial Office reviews your paper after submission to verify its adherence to the word limits and other

guidelines stated in this document. If your paper exceeds the limits or does not meet formatting requirements, it will be unsubmitted. You will be given an opportunity to correct the issues and resubmit your paper. It will retain the manuscript number assigned during its initial submission.

Manuscript Components

Title Page (Mandatory)

The title page must contain the following information:

Title: The title should not exceed 120 characters. Abbreviations are not permitted except for those that do not need to be introduced.

Last names and initials of all authors: There is no limit to the number of authors allowed; however, our software will only display 16 author names. Please input the first 16 authors during submission and list all authors on the title page.

Department and institution: Clearly indicate the affiliations of the individual authors where the work was performed.

Corresponding author contact information: Indicate the name and email address of the author to whom correspondence regarding the manuscript should be directed.

Running title: Include a shortened version of the title that is 45 characters or less, to be used in the page header upon publication.

Key words: Select 4–6 key words relevant to the manuscript.

Abbreviations: Include a list of all abbreviations used except those listed by AJT as not requiring introduction (see <http://www.amjtrans.com/view/authorInstruction.html>). The terms should still be spelled out at first mention in the text; e.g. "According to the policies of the United Network for Organ Sharing (UNOS)..." Molecules should be referred to using abbreviations for gene names. The use of Greek letters and dashes in abbreviations is not permitted.

Abstract (if applicable)

Abstracts are limited to 200 words and must be a single paragraph. Abstracts should clearly describe the purpose, methods, findings and conclusions of the study. It is critical that the conclusions be supported by the data. No headings (such as "Background" or "Materials and Methods") are permitted. Abbreviations are discouraged except for those that do not need to be introduced.

Body Text (Introduction, Materials and Methods, Results, Discussion)

Materials and Methods:

- Provide a brief but complete description of the statistical methods used, including which tests were used to analyze which variable.
- If your paper describes animal or human studies, include a statement indicating that institutional review board (IRB) approval was obtained and a description of the ethical guidelines followed.
- For human studies, IRB approval number and protocol number must be included.
- Describe any hazardous procedures or chemicals involved in the studies and what precautions were taken to avoid injury to subjects or investigators.
- If your manuscript describes data obtained by microarray analysis, include the accession number here.

Results and Discussion: Restrict all comments and discussion to the Discussion section. Results presented in the Results section should not be repeated in the Discussion section.

DO NOT use footnotes. Use numbered references instead.

Acknowledgments

Funding sources and personal acknowledgments should be listed in this section. Authors are strongly encouraged to list all sources of funding used for the preparation of their manuscript and are responsible for acknowledging funding sources that require acknowledgment as a condition of funding.

Disclosure

Authors must disclose any conflicts of interest as well as if the manuscript was prepared or funded by a commercial organization. AJT defines a conflict of interest as a financial interest that may affect, or appear to affect, the presentation or content of a publication, thus calling into question its credibility or importance. Financial interests may include, but are not limited to:

- Research Funds: Funds received for operations, supplies, salaries, travel, etc. from organizations that may gain or lose financially as a result of the publication.
- Employment Funds: Funds received for employment during the time that the research is conducted or promise of future employment from organizations that may gain or lose financially as a result of the publication.

- Personal Financial Interests: Owning stocks or shares in organizations that may gain or lose financially as a result of the publication, or having patents or patent applications in progress whose value you may increase as a result of the publication.

AJT asks that authors consider as a conflict this definition from the editors of *Nature Medicine*: “any undeclared competing financial interests that could embarrass you were they to become publicly known after your work was published.” Please consider this when determining if you have conflicts of interests to declare.

One of the following statements *must* be included in the Disclosure section:

1. The authors of this manuscript have no conflicts of interest to disclose as described by the *American Journal of Transplantation*.
2. The authors of this manuscript have conflicts of interest to disclose as described by the *American Journal of Transplantation*. [The conflicts must then be described.]

Figure Legends

Include a page in your manuscript that lists every figure and its title or description. Number the figures according to their order of appearance in the text. Figure legends should allow interpretation of the figures without reference to the text.

Supporting Information (Description)

Unless otherwise indicated, supporting information will be hosted by the publisher, Wiley-Blackwell. This section must include a list of the supporting information available as well as this statement: “Additional Supporting Information may be found in the online version of this article.” The list should include:

- Supporting material available (e.g. Supplemental Materials and Methods).
- Supplemental Tables with table numbers (Table S1, S2, etc.) and titles.
- Supplemental Figures with figure numbers (Figure S1, S2, etc.) and titles.
- Supplemental Videos with number and description. See video guidelines later in this document.

Supporting information must be uploaded separately (single document preferred) during the file upload step of manuscript submission.

References

AJT uses **Vancouver Style** (see examples below). In the text, number references in order of appearance using Arabic numerals (e.g. 1, 2, 3) in parentheses for citations. Include the names of up to six authors before resorting to the use of “et al.” Use only abbreviations approved for use in the latest edition of *Index Medicus* and conform to style and punctuation in the examples below.

Journal article:

1. Matas AJ, Ramcharan T, Paraskevas S, Gillingham KJ, Dunn DL, Gruessner RWG, et al. Rapid discontinuation of steroids in living donor kidney transplantation: a pilot study. *Am J Transplant* 2001; 1: 278–283.

Book chapter:

2. Blumberg EA. Diagnosis and treatment of multidrug-resistant bacteria. In: Kumar D, Humar A, editors. *The AST handbook of transplant infections*. Hoboken, NJ: Wiley-Blackwell, 2011; p. 81–83.

Abstract:

3. Badr D, Halloran PF. Patterns of chemokine expression in human renal allograft rejection [abstract]. *Am J Transplant* 2010; 10 Suppl 4: 315.

References to unpublished material, such as personal communications and unpublished data, should be noted within the text and not cited in the References section. Personal communications and unpublished data must include the individual’s name, location, and month and year of communication.

Tables

- Tables should not be embedded in the text.
- Tables must be cited in the text and numbered (e.g. 1, 2, 3) according to their order of mention in the text.
- Keep to a limit of one table per page, with a heading including number and title of the table at the top and any explanatory notes or footnotes at the bottom.

Figures

- Figures should not be embedded in the text.
- Number the figures according to their order of mention in the text.
- Keep to a limit of one figure per page.
- When submitting more than one figure, please include the figure number on the page for DOC, PPT and PDF files; for other file types, enter the figure number in the Caption/Legend area during the file upload process.

Format: Many figure formats are accepted, but preferred formats are: Encapsulated PostScript (EPS), Portable Document Format (PDF) and Tagged Image Format (TIF). We suggest that line art be saved as EPS files. Alternately, these may be saved as PDF files at 600 dots per inch (dpi) or better at final size. Tone art, or photographic images, should be saved as TIF files with a resolution of 300 dpi at final size. For combination figures, or artwork that contains both photographs and labeling, we recommend saving figures as EPS files, or as PDF files with a resolution of 600 dpi or better at final size. More detailed information on the submission of electronic artwork can be found at <http://authorservices.wiley.com/bauthor/illustration.asp>

Color Figure Printing Cost: During submission of your manuscript, you will be asked to indicate which, if any, figures you would like to have printed in color. Color printing charges are the responsibility of the author except for invited submissions and for the Images in Transplantation section. Should your manuscript be accepted, you will receive a color printing and additional page payment form to be submitted to the publisher. Prices (in US Dollars) are as follows: 1st color figure = \$635; 2nd, 3rd, 4th figures = \$500 each; subsequent figures = \$275 each.

Supporting Information (Files)

Supporting information, such as data sets or additional figures or tables, which will not be published in the print edition of the journal but which will be viewable via the online edition, can be submitted. Access to these files must be provided with the manuscript as they will be included in the peer-review process. Supporting information must be uploaded separately during the file upload step of manuscript submission.

Unless otherwise indicated, supporting information will be hosted by the publisher, Wiley-Blackwell. The publisher reserves the right to refuse hosting to any data sets that are determined too large for their servers. If the material is hosted by the author, the author must agree to make the supporting information available free of charge on a permanent website, to which links will be set up from the AJT online edition.

Videos

AJT appreciates submissions with video content. Video submissions are subject to the same rigor of peer review as all other submissions. Please keep the following guidelines in mind when creating and uploading files for review.

File Format: Although the system will allow you to submit in a variety of formats, please restrict your submissions to both Macintosh® and Windows® viewable file formats. A single video file is preferred. AVI, MPG and MPEG are cross-platform formats viewable by both Macintosh QuickTime and Windows Media Player. Moving pictures format (MPG, MPEG) provides the most economical video delivery (reduced file size) without compromising quality. For this reason, we recommend this format. If a cross-platform format is not possible, two videos are required—one for Mac users and one for Windows users. We cannot convert files for you. Please stipulate in the file name “Mac version” or “PC version” or similar to indicate who can read what file.

File Size: Uploads are restricted to ~100 MB per manuscript. All files combined (main body, figures, tables, videos, etc.) must not exceed 100000 KB.

Video Content: The video must function as a stand-alone feature. Caption or annotate the movie to explain what is going on, or use a voice-over commentary. Please listen to your video to check volume and clarity of the speaker’s voice. Ensure your captions and labels (if used) match the video and are large enough to be read.

Hosting Options

Wiley-Blackwell: Wiley-Blackwell will host supporting information on Wiley Online Library in the format provided by the author. It will be published as submitted and will not be corrected or checked for scientific accuracy, typographical errors or functionality. Although hosted on Wiley Online Library, the responsibility for scientific accuracy and file functionality remains entirely with the authors. A disclaimer will be displayed to this effect with any supporting information published. Wiley-Blackwell will not take responsibility for any specialist software required to view the file, for any upgrades to the file as a result of obsolescent formats, or for any updating of the content. The supporting information is bound by the same copyright assignment that governs the parent article.

Author: Wiley-Blackwell recommends that material supporting an article is hosted on a reliable website, such that a link can be made to it from the electronic version of the parent article. It is the responsibility of the author to ensure that the hosting of the material meets this criterion. The author must advise Wiley-Blackwell if the URL of the website where the supporting information is located changes. The content of the supporting information must not be altered after the paper has been accepted for publication. Copyright in material hosted in this way

need not be assigned to Wiley-Blackwell or the Societies. Authors are reminded that they are responsible for ensuring that they have the right to publish the material or link to the material online, that publication does not infringe the rights of other parties, and that the material is not obscene or libelous.

Revised Manuscripts

Time Limit

AJT strives for prompt adjudication and publication of accepted manuscripts, and thus requires that revisions occur within a time frame deemed reasonable by the Editorial Board for the requested changes. Manuscripts requiring substantial revisions and new scientific data typically will be given 90 days from the date of the decision letter to be resubmitted. Manuscripts requiring grammatical or stylistic changes will be requested in a substantially shorter period for revision; the specific time will be conveyed by the Editor-in-Chief in the decision letter. Resubmission within the specified time frame is required to maintain the original manuscript number. After this time, the manuscript will be treated as a new submission. Requests for an extension to the designated time limit will be considered by the Editor-in-Chief. Please submit your request in writing to the Editorial Office.

Three files are required for revised manuscript submissions:

Response to Reviewers: A point-by-point response to the previous review process must be provided. This response should be itemized and as detailed as possible and address all of the editors' and reviewers' concerns. This document should be uploaded in step 1 and in step 6 of the submission process. During the file upload process (step 6), choose Response to Reviewers for this file.

Marked Copy: This copy of the manuscript will be used by the reviewers and editors and must have the changes highlighted or underlined. DO NOT USE the "track changes" function of Microsoft Word.

Clean Copy: This copy will be sent to the publisher if the manuscript is accepted. There should be no underlining or highlighting as this copy will be used for typesetting. This file cannot be a PDF.

Revised manuscripts must adhere to the same word and reference limits as first submissions. Both copies of the revised manuscript should be labeled as "main body" during the file upload step of submission.

Accepted Manuscripts

If your paper is accepted, the submitting author will receive a decision letter by email and will then be required to provide several items.

Copyright Transfer Agreement (CTA)

We have introduced a convenient new process for signing your copyright transfer agreement electronically (eCTA) that will save you considerable

time and effort. If your paper is accepted, the submitting author will receive an email with a link to an online eCTA form. This will enable the submitting author to complete the copyright form electronically within ScholarOne Manuscripts on behalf of all authors on the manuscript. You may preview the copyright terms and conditions here: http://mc.manuscriptcentral.com/societyimages/ajt/ECTA_A-AJT_SAMPLE.pdf

One-Sentence Summary for the Table of Contents

At AJT we strive to give added value to the Table of Contents by summarizing each article in the form of a one-sentence summary that states what was done and what was found in the study. In this way readers get an overview of the recent progress in a variety of areas of transplantation research and practice and can more easily target their perusal of the issue. Upon receipt of your acceptance letter, please provide your sentence to the Editorial Office by email as soon as possible. It should be **one** sentence, present tense, third person, and must not contain abbreviations. Please note that the Editors will finalize the wording of the summary. (Summaries are not required for Letters to the Editor, Images in Transplantation and Book Reviews, but must be included for all other manuscript types.)

Color Figure and Additional Page Payment Form

Should your paper be accepted for publication, you will receive a link to the color figure and additional page form in your decision letter. If you have color figures in your manuscript, please complete the form and return it to the Production Editor at Wiley-Blackwell by fax: 1-781-338-8484 or email: AJT@wiley.com. Color figure charges are waived for invited papers and for Images in Transplantation.

Seven journal pages are printed free of charge. Each additional page will be charged at US \$115. If your paper exceeds 7 pages, and you have not returned a payment form, you will receive one with your proofs.

OnlineOpen (Optional)

OnlineOpen is available to authors of primary research articles who wish to make their article available to non-subscribers on publication, or whose funding agency requires grantees to archive the final version of their article. With OnlineOpen the author, the author's funding agency, or the author's institution pays a fee to ensure that the article is made available to non-subscribers upon publication via Wiley Online Library, as well as deposited in the funding agency's preferred archive. In addition to publication online via Wiley Online Library, authors of OnlineOpen articles are permitted to post the final, published PDF of their article on a website, institutional repository, or other free public server, immediately on publication. For more information, visit <http://authorservices.wiley.com/bauthor/onlineopen.asp>

The prepaid charge for this service is \$3,000, payable only in US Dollars. Authors who have had an article accepted after July 2006 and who wish to exercise this option should complete and submit the payment form at <https://onlinelibrary.wiley.com/onlineOpenOrder>