## **Figure Guidelines**

**General requirements.** Figures must be supplied in high resolution in order to maintain the quality in both print and online publications. They must be numbered in the sequence that they are mentioned in the text.

- 1. Figure labels should be
  - sized in proportion to the figure
  - in capital letters
  - complete for all data presented in the figures
- 2. Figure legends should be in the manuscript only (after References). All figure legends must be consistent with the manuscript contents. Include all abbreviations of terms found in each figure, as well as their definitions.
- 3. Black and white versus color
  - Figures are printed in black in white unless color is necessary for proper interpretation (at the Editor's discretion)
  - Authors must bear the costs of color printing (\$750/page)
  - Black and white TIFF files must be saved as grayscale
  - Color figures must be saved as CMYK (not RGB)
- 4. Previously published figures must be referenced properly in the figure legend and include written copyright holder permission for reprint upon submission

If you need further assistance, the publications office at your institution may be able to assist with preparation of artwork intended for publication.

**Line art (charts, diagrams, etc.).** Avoid the use of solid and shaded backgrounds, and fill effects. To aid in clear interpretation of figures, ensure that patterns are clearly distinguished from each other. Our preferred file format for line art is TIFF at 1200 pixels/inch at 42 picas/7 in/17 cm.

If you are unable to supply a TIFF file, you may submit the original file (Word, Excel, or PowerPoint) or a PDF (if the figure was created using statistical software).

Half-tone figures (photographs, micrographs, etc.). Please supply the following:

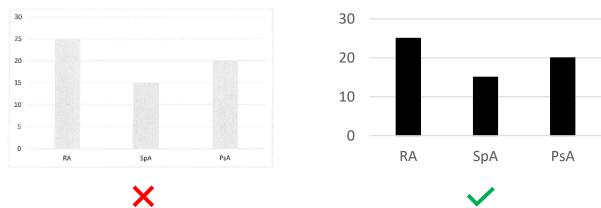
- 1. For peer review only: Low resolution figures (minimum 72 pixels/inch). We accept low resolution figures in .jpg, .gif, .tif, and .eps formats.
- 2. For publication: High resolution figures are required upon acceptance. Our preferred file format for half-tone figures is TIFF (minimum 300 pixels/inch at 42 picas/7 in/17 cm).

**References.** References that are cited only in figures and figure legends should follow the numbering of references based on the sequence that it appears in the text.

**Uploading figures.** All figures should be uploaded as separate files to our online submission system on ScholarOne. In order to ensure that files will be uploaded, please flatten your TIFF files and compress them (save each file as LZW under Image Compression in Photoshop).

For files that are greater than 350 Mb, you may upload them to our FTP site (username and password will be given at time of submission).

## Line art example.



## **R** Table Guidelines

**General requirements.** Prepare each table in a separate file, double spaced, with a brief title. Number tables consecutively, according to the sequence they appear in the text, and supply a brief legend for each.

Previously published tables must be referenced properly in the table legend and include written copyright holder permission for reprint upon submission.

**Table data.** All table data should be cell based and fully editable. Avoid the use of special formatting within tables, such as tabs, returns (Enter key), and shading (see table examples below). Ensure that all data include units of measurement and a description of how the data is expressed [e.g., n (%), mean (SD)].

**Table legends.** Include explanations of any legends in the table, as well as definitions of all abbreviations found in the table.

**References.** References that are cited only in tables should follow the numbering of references based on the sequence that it appears in the text.

**Uploading tables.** All tables should be uploaded as separate files to our online submission system on ScholarOne.

Table examples.

Characteristics→ Sex¶	-•	RA,•n·≕·25 →	-•	SpA,•n·=•15 →	-+	PsA,•n·≕•20¶
 Male →		10·(40.0) → 15·(60.0) →		5·(33.3)· → 10·(66.7) →		7·(35)¶ 13·(65)¶

$\checkmark$	Characteristics	RA, n = 25	SpA, n = 15	PsA, n = 20
	Sex			
$\mathbf{\wedge}$	Male	10 (40.0)	5 (33.3)	7 (35)
	Female	15 (60.0)	10 (66.7)	13 (65)

	Characteristics	RA, n = 25	SpA, n = 15	PsA, n = 20
	Sex			
	Male	10 (40.0)	5 (33.3)	7 (35)
	Female	15 (60.0)	10 (66.7)	13 (65)

## **Data Supplement Guidelines**

**Online-only publication.** Important supplementary information not essential to the understanding of the conclusions of the paper, **for online-only publication**.

**Examples.** Data supplements may be more detailed methods, extended data sets/analysis, and/or study protocols that would otherwise be presented in an appendix.

**Order.** All data must be arranged in the order of first mention in the manuscript and placed in a single document.

**Identification.** Data supplements can comprise text, tables, and figures. Label each accordingly (e.g., Supplementary Table 1, Supplementary Figure 1, Supplementary Data 1).

**Appearance.** Because minimal copyediting of supplementary data is performed, condense and format them exactly as you would like them to appear on a computer screen. Pay attention to uniform appearance and remove unnecessary spaces.

**References.** Data supplements are published as self-contained documents. Any references cited in a supplementary table, figure, or text should be listed in an independent reference list either in the respective legend to the table/figure or at the end of the data supplement document.

**Originality.** Supplementary data must not be previously published material. Adapted or reproduced tables, figures, and data that are deemed necessary to the article will be published in the manuscript proper as an appendix.

Figures. Provide in conventional image file formats (e.g. TIFF, JPEG, Powerpoint, Excel, Word).

**Minimum length.** Over 3 double-spaced typescript pages (equal to > 1 page in print journal). Content that is less than 1 print-edition page will be published in the article as an appendix.

Maximum size. No more than 5 MB per data supplement.

**File format.** Submit the data supplement as a separate file in conventional file format (e.g., MS Word document). File name should include "Data Supplement" for identification.