J. GENCA – information for authors

J.GENCA is the official journal of the Gastroenterological Nurses College of Australia and is published quarterly. The editorial committee welcomes articles that may be of interest to nurses working in the field of gastroenterology, endoscopy, related clinical practice, research, education, administration or of general interest.

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Author

Authors should:

- be identified by full name, email address, qualifications and professional title
- provide both home and mobile numbers - these are for communication between author and editorial committee, and will not be published
- provide a photo of the author (head and shoulders), which should be provided as a separate image/photo file (.jpeg or .tif)
- where appropriate, provide written authorisation to publish references to; or photos of identifiable people or institutions, and/or copyrighted material.

References

Use the Harvard referencing style. Harvard style cites other authors’ ideas or words by referencing them both in the body of the article (‘in-text’) and in a reference list at the end of the article.

In-text

1. Ideas

When you refer to another author’s idea in the body of your article, reference by giving surname and date.

For example:

The Californian method of endoscopy reprocessing is considered the forerunner of modern process (Brown 2012).

2. Direct quote

When you directly quote another author’s words, reference by giving surname, date and page number.

For example:

Oscar Brown states that “the Californian method of endoscopy reprocessing is the forerunner of modern process” (Brown, 2012 pp 24), which highlights how influential the Californian school has been.

Reference list

Articles should also include a list of references (alpha order by surname) at the end of the document in the following format:

- Author/s
- Year published
- Title
- Name of publication (journal, book or website)
- Volume and edition/issue (or if a book - publishing city)
- Page numbers of article (or if a website, include the link)
For example:

**Abstracts**
All submitted scholarly articles should include an abstract of no more than 250 words and identify five key words. This is to ensure placement on the Cinahl database. References will also be cited.

**Peer review**
Articles submitted for publication are peer-reviewed. Submitted manuscripts are reviewed internally and then sent; without the author’s details, to an appropriate expert from our panel of reviewers.

Reviewers are asked to assess:

- accuracy of fact
- clarity of presentation
- use of references
- relevance to the practice of gastroenterology nursing.

Articles may be accepted, returned to the author with suggestions for revisions, or rejected. All articles accepted for publication are subject to normal editing procedures. Changes to spelling, grammar, punctuation and style will be made without notice. We constantly seek to extend and renew our panel of reviewers. If you are interested in joining our review panel, please contact GENCA at projectofficer@genca.org.

**Resources**
Where relevant, please include an optional list of resources (alpha order) after the list of references. Each resource should include contact details (e.g. website address) and a one-line description of how the resource can be utilised, relevant to the article.

For example:

**Gastroenterological Nurses College of Australia (GENCA)**
Educator, forum, position statement on infection control for endoscopy.

**Word length**
A word count of 500-1500 words plus references is recommended. Longer articles are of course, also welcome.

**Images, graphs and tables**
Please supply at least three photos, tables, graphs or images to accompany your article. These should be sent as separate files (.jpeg or .tif).
Digital images should be a minimum of 240 dots-per-inch (dpi) at intended size. If in doubt, send the biggest available file size.

If you are not the creator or owner of the images, J.GENCA may not be able to be use them, and/or seek alternate images.

**Deadlines**

You may contact GENCA at any time to discuss your article by phone 1300 788 155, or email: [projectofficer@genca.org](mailto:projectofficer@genca.org). The editor’s decision to publish (or not publish) any submission is final.

Articles should be submitted by email to the GENCA Office: [projectofficer@genca.org](mailto:projectofficer@genca.org).

**More information**

If you’d like more information, contact the GENCA office by phone 1300 788 155, or email [projectofficer@genca.org](mailto:projectofficer@genca.org).