



Australian Diabetes Educator Article Submission Guide



Your trusted partner in diabetes care

About the ADE

The Australian Diabetes Educator (ADE) is a quarterly online publication produced for members of the Australian Diabetes Educators Association (ADEA). The publication is distributed to a readership of around 2,300 ADEA members, subscribers and authors.

ADE readership is primarily Credentialed Diabetes Educators and multidisciplinary health professionals including nurses, midwives, dietitians, pharmacists, exercise physiologists, physiotherapists, aboriginal and/or Torres strait islander health workers/practitioners, endocrinologists, podiatrists and medical practitioners. It is designed for people actively working with people with diabetes in a wide variety of settings.

Evolved from the ADEA Newsletter, with the first edition in July 1982, the ADE aims to inform, inspire and motivate ADEA members in order to assist in the standardisation and quality of diabetes education and care. It is intended to increase knowledge and promote best practice as well as support better self-management for people with diabetes.

Submission guidelines

The Australian Diabetes Educator (ADE) welcomes articles and information about anything related to the practice of diabetes education and diabetes care in Australia. This includes:

- Original research articles
- Literature reviews
- Feature articles
- Case studies
- Teaching tips
- Reflective practice articles
- Review of resources and services designed to assist diabetes educators

Articles must be well-written, relevant to the ADE audience and must follow the guidelines provided on the following pages.

Articles can be submitted to editor@adea.com.au. When submitting an article, all authors must also complete the ADE author form found at <https://www.surveymonkey.com/r/2020ADE>

If the article contains any copyrighted material or photographs, please also complete the copyright permission form and authorisation to use photograph form on the ADE website <https://ade.adea.com.au/about/> (see administrative forms).

Content guidelines

- The Australian Diabetes Educator is read by a wide range of health professionals. When discussing diabetes educators, do not assume they are nurses but instead use an inclusive style that acknowledges that a diabetes educator can be a dietitian, doctor, nurse, pharmacist, podiatrist, or other health professional.
- Language used in articles for the ADE must be consistent with recommendations provided in the Diabetes Australia language position. You can find the full position statement here <https://www.sciencedirect.com/science/article/pii/S0168822721000085>
- The term 'person with diabetes' or 'person living with diabetes' should be used in place of diabetic, patient or consumer. Person with diabetes should not be abbreviated to PWD.
- When abbreviations are used, they should be spelled out in full the first time. When using abbreviations for types of diabetes, refer to type 1 diabetes as T1D, type 2 diabetes as T2D and gestational diabetes as GDM.
- Use language and detail suitable for a health professional audience.
- Articles must be evidence-based and medically/scientifically accurate and appropriately referenced. Authors are responsible for the accuracy of the references.
- Tables, boxes, images, figures or illustrations should supplement the text and not duplicate content.
- Avoid long, complex sentences. Instead, break long sentences into a few shorter sentences, to make your article easier to read.

Style and formatting guidelines

- Provide a single word document which includes all tables and figures, using the submission template provided. The template includes details on font, layout, headings/subheadings, referencing and word count.
- Use Vancouver (superscript) style referencing. References are listed in numerical order, and in the same order in which they are cited in text. If you don't already use a reference manager, this site is a useful tool to generate your references in the correct format: <https://www.citethisforme.com/>
- In the text, references should be cited using superscript numbers in the order in which they appear. The number should be placed directly after full-stops, commas or words with no space before the number.
- Separate multiple reference citations by commas^{2,3} or if a series, dashes.⁴⁻⁶
- Tables and figures must be included on separate pages at the end of the paper, following the references. Figure/Table captions should be sentence case with no ending punctuation if only one sentence. Tables should be designed in word or excel and the title is placed above the table. For figures, the title is placed below the figure.
- Images must be included as separate files, not included within the text document. Images should be 300 dpi for colour and 1200 dpi for black and white. Preferred formats are TIFF, PDF, PNG but JPEG are acceptable.
- Do not use footnotes, headers or footers.
- Edit your work before submission. Check that you have followed the guidelines above and that your referencing is correct. If using a spellchecker, make sure it is set to Australian.