

Writing and Reviewing Papers for *Medical Physics*

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Medical Physics

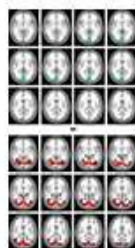
The International Journal of Medical Physics Research and Practice

Volume/Page Keyword DOI Citation Advanced

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Medical Physics



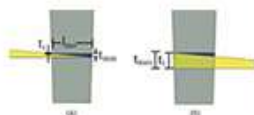
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Editor's Picks



Design of a digital beam attenuation system for computed tomography: Part I. System design and simulation framework

Timothy P. Szczykutowicz and Charles A. Mistretta

Med. Phys. 40, 021905 (2013)

What's New

New Citation Format

Beginning in January 2013 (Volume 40 Issue 1), Medical Physics pages will be identified by six digit citation numbers (CIDs) rather than by traditional page numbers. In each issue, articles will continue to be published online in the order in which they are accepted for publication.

For any article, the structure of the six-digit CID is: The issue will be identified as a two-digit number from 01 to 12 at the beginning of the CID. The CID's middle two digits (01-99) will denote the article type or subject area. The final two digits (01-99) will describe the order of the article in the type or subject area. Beginning in 2013, the correct citation for Medical Physics articles is depicted in the fictitious example below:

D. Smith and E. Jones, "Comparison of deformable registration methods for CT-based tumor localization," Med. Phys. 40, 010403 (7pp) (2013).

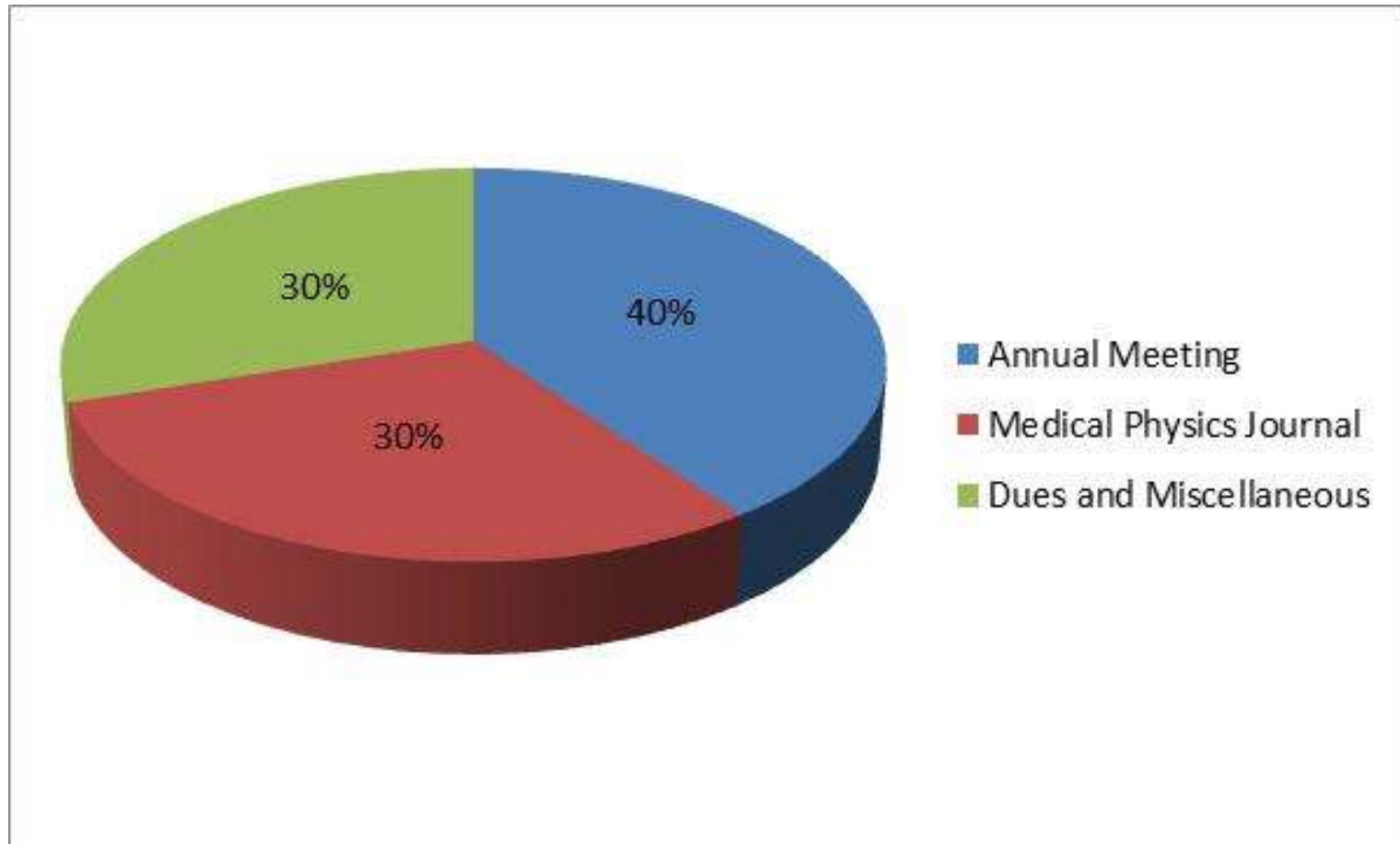
In this example, the CID 010403 states that the article is published in issue 1 of volume 40 (2013), and is the third article in the subject area 04 of the issue. In the full-text PDF file of the article available online and in print, the CID appears on each printed page. Appended at the end of the CID is a hyphen followed by a consecutive page number. For the sample article

The Phantom Laboratory

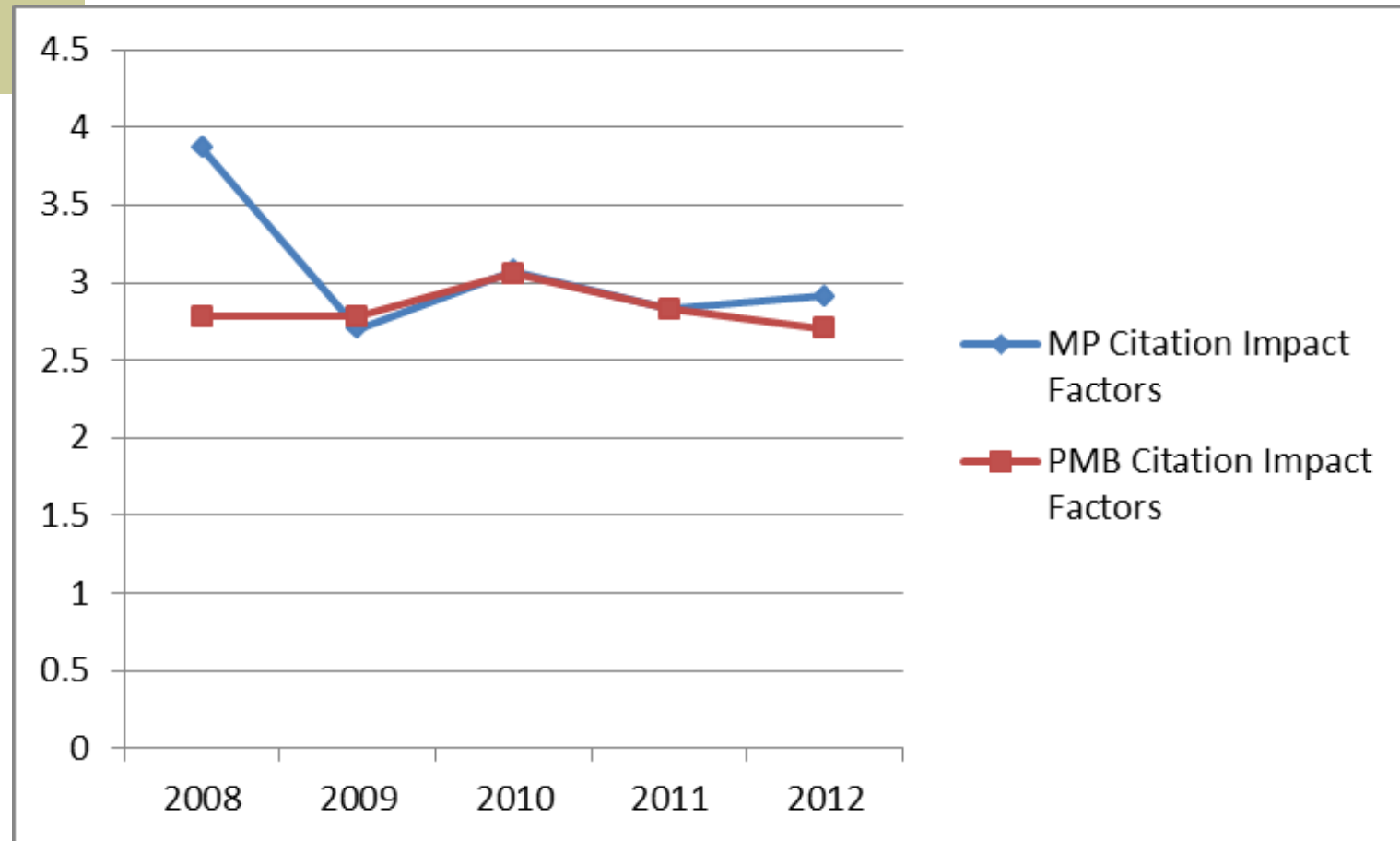


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ONCOLOGY DATA SYSTEMS
Independent Dose

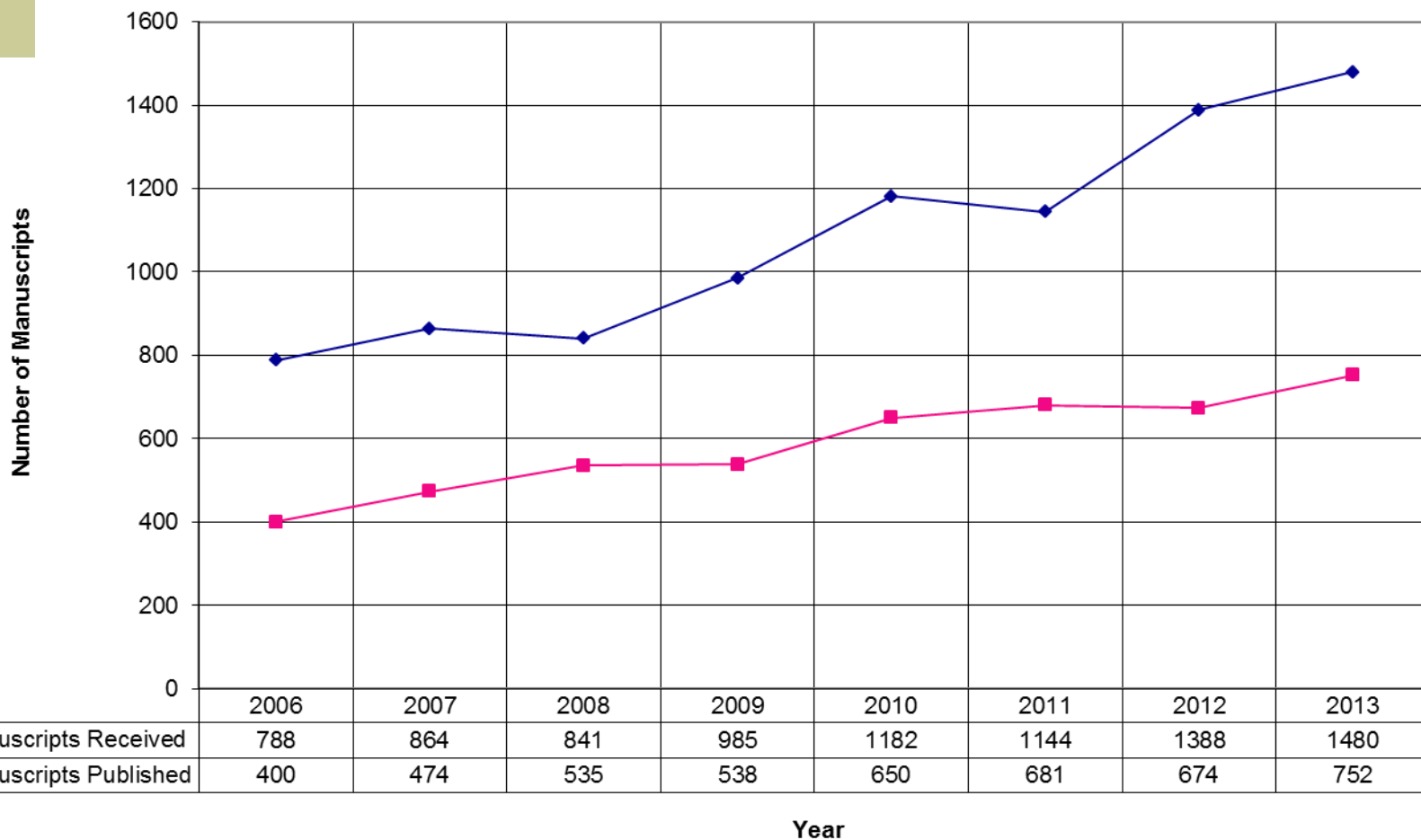
AAPM Gross Revenue



Citation Impact Factors



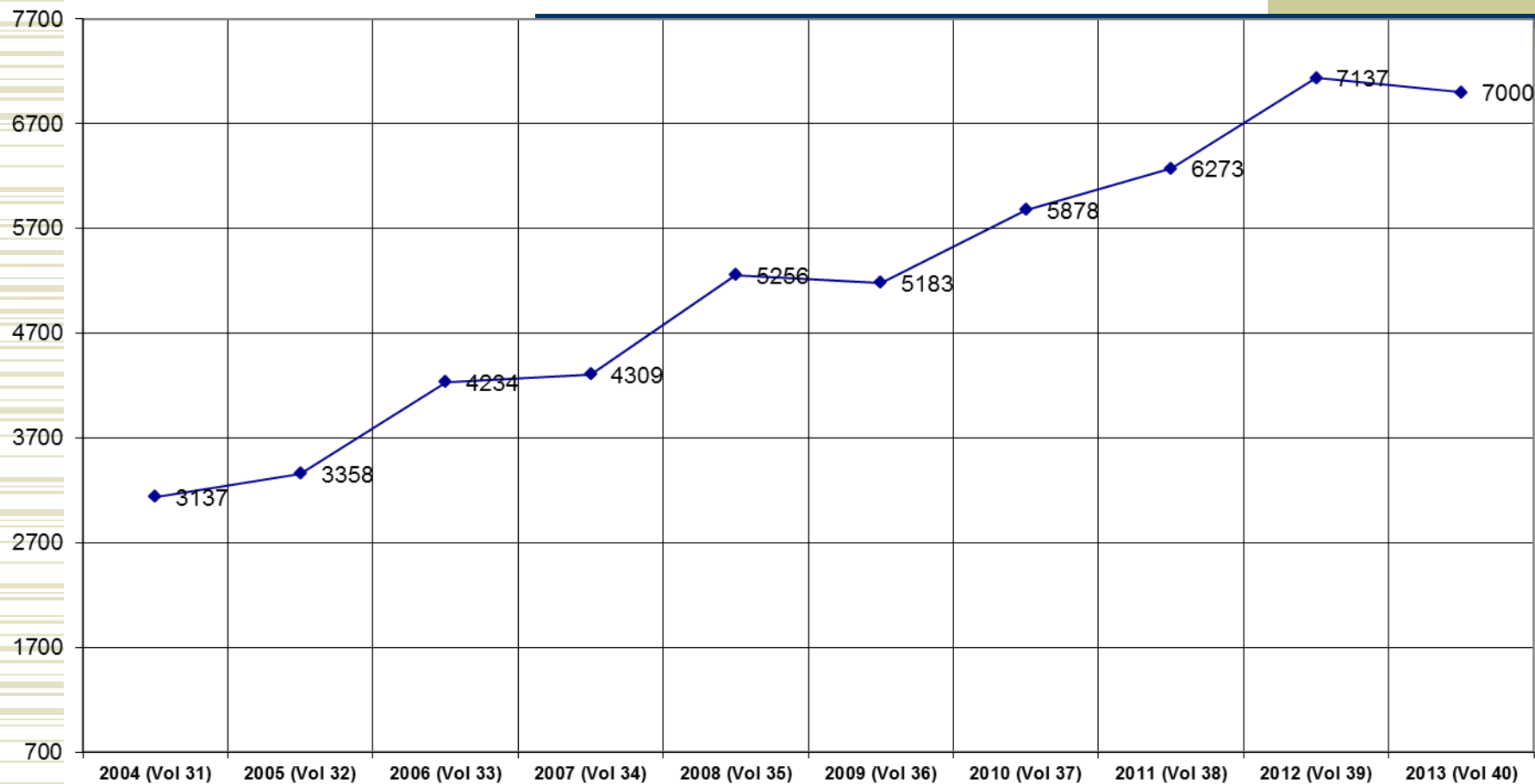
**Medical Physics Manuscripts (by year of receipt) and Manuscripts published (by volume)
2006-2012; 2013 pro-rated as of July 1, 2013**



—◆— Manuscripts Received —■— Manuscripts Published

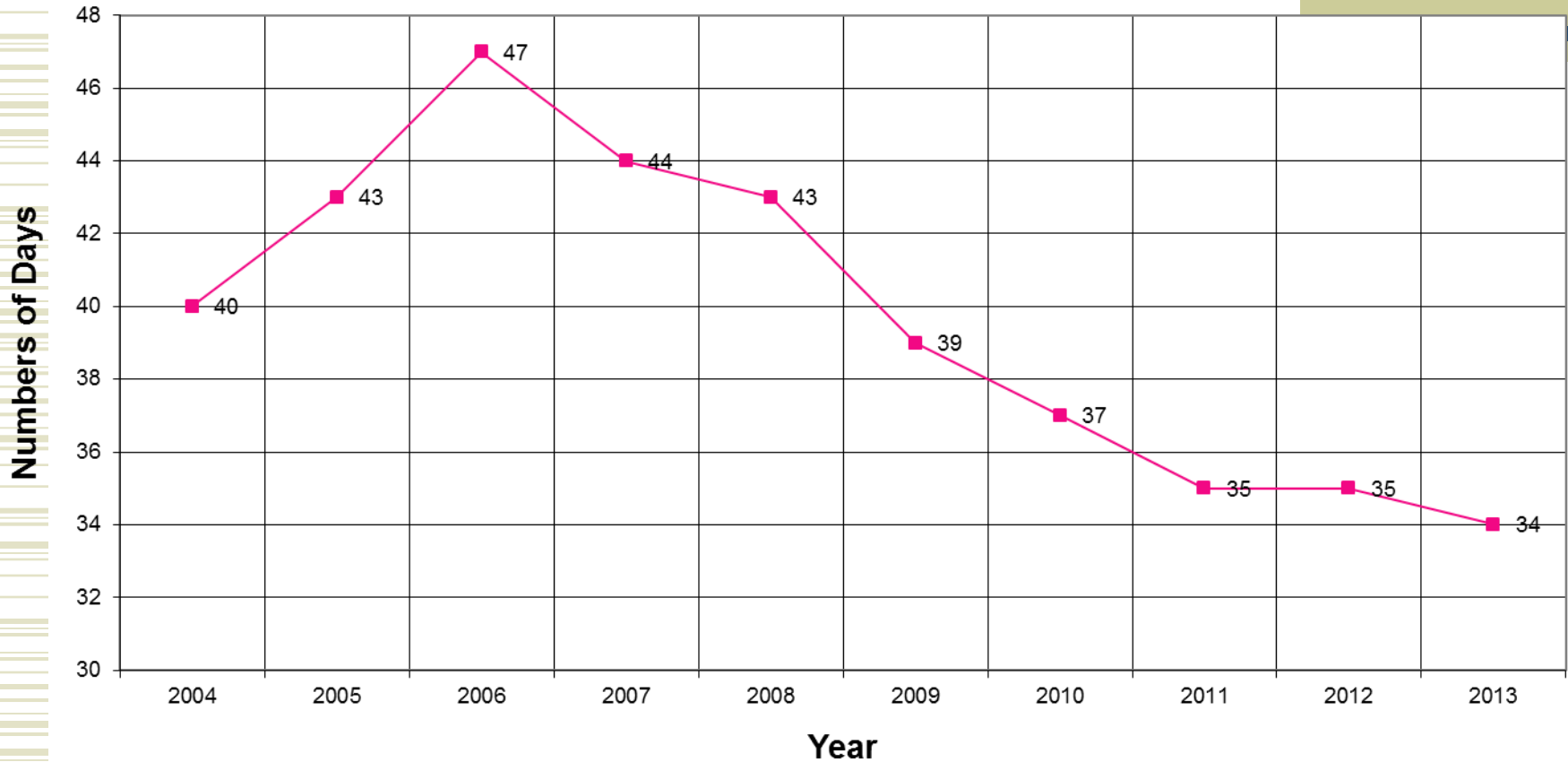
Total Number of Article Pages Published (by Volume)

2004 to 2012; 2013 pro-rated as of July 1, 2013

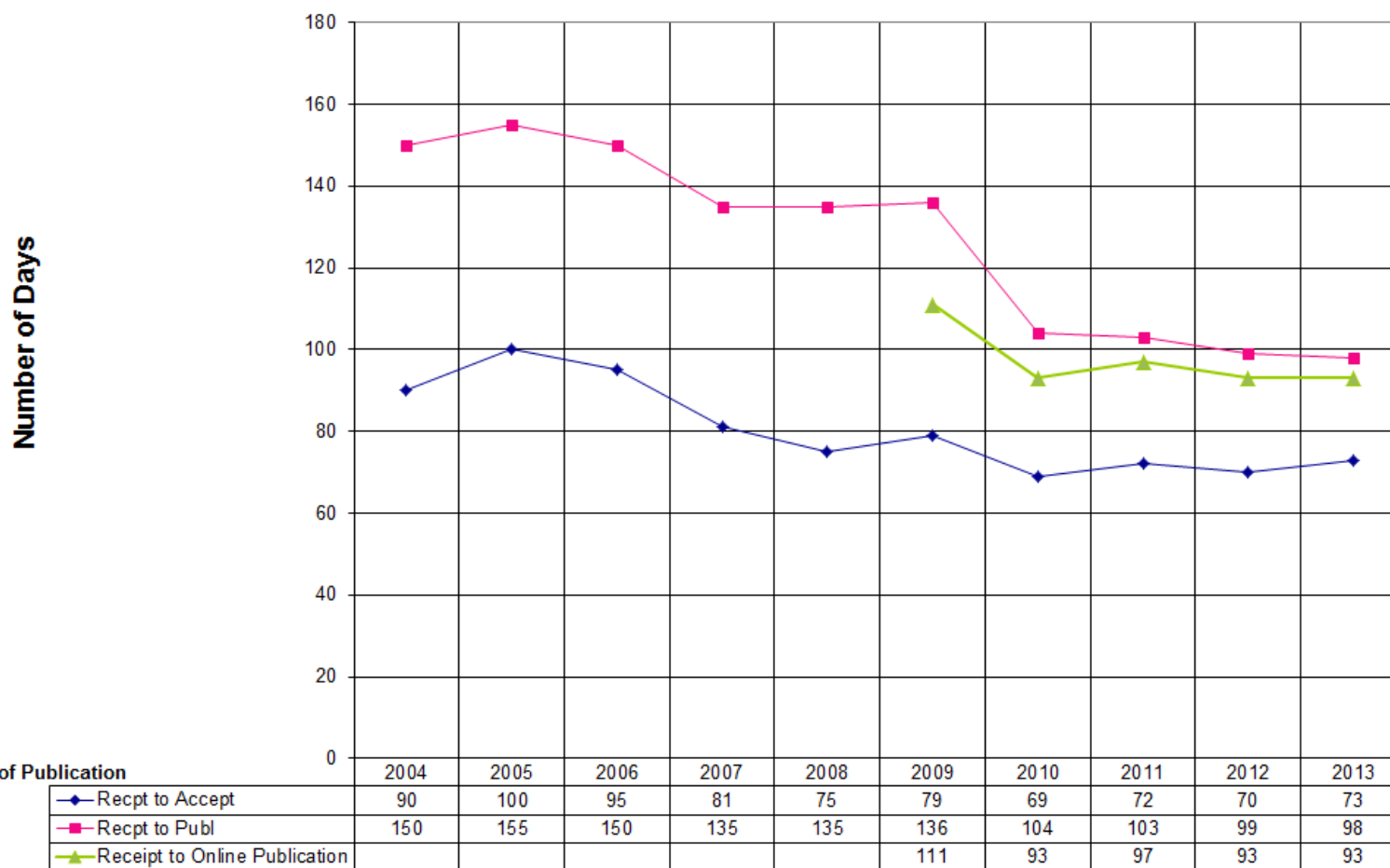


1st Cycle Review Times

Time from when the Associate Editor is identified to completion of reviews



Analysis of Receipt to Acceptance and Receipt to Publication for Manuscripts Published 2004-2012; 2013 pro-rated as of June 30, 2013





Free articles on *Medical Physics* website



- ◆ *Medical Physics* Letters
- ◆ 50th Anniversary Papers
- ◆ Vision 20/20 Papers
- ◆ Point/Counterpoint
- ◆ Editor' s Picks
- ◆ Award Papers
- ◆ Review Papers
- ◆ Special Focus Papers
- ◆ Editorials
- ◆ PhD Abstracts
- ◆ Books and Publications

Open Access Articles in *Medical Physics*

- ◆ *Medical Physics* is a hybrid Gold OA journal
- ◆ Authors select to have their manuscript OA
- ◆ Fee is \$2,500.00
- ◆ Reviewers do not know if manuscript is to be OA
- ◆ When OA article is published, a FREE icon appears next to article title in TOC

Types of Articles in *Medical Physics*

- ◆ Research articles
- ◆ Vision 20/20 articles
- ◆ Review articles (on-line only)
- ◆ Task group reports (on-line only)
- ◆ Technical reports
- ◆ Technical notes
- ◆ *Medical Physics* Letter



Types of Articles in *Medical Physics*

- ◆ Special reports
- ◆ Correspondence
- ◆ Point-counterpoint debates
- ◆ Editorials
- ◆ PhD abstracts (on-line only)
- ◆ Errata
- ◆ Book reports



Categories of Papers in *Medical Physics*



- ◆ ANATOMY AND PHYSIOLOGY
- ◆ BOOKS AND PUBLICATIONS
- ◆ CORRESPONDENCE
- ◆ EDITORIAL
- ◆ INFRARED AND MICROWAVE
IMAGING
- ◆ MAGNETIC RESONANCE PHYSICS



Categories of Papers in *Medical Physics*



- ◆ MEDICAL PHYSICS LETTER
- ◆ NUCLEAR MEDICINE PHYSICS
- ◆ OPTICAL PHYSICS
- ◆ POINT/COUNTERPOINT
- ◆ RADIATION BIOLOGY
- ◆ RADIATION IMAGING PHYSICS
- ◆ RADIATION MEASUREMENT PHYSICS

Categories of Papers in *Medical Physics*

- ◆ RADIATION PROTECTION PHYSICS
- ◆ RADIATION THERAPY PHYSICS
- ◆ TASK GROUP REPORT
- ◆ THERMOTHERAPY PHYSICS
- ◆ TISSUE MEASUREMENTS
- ◆ ULTRASOUND PHYSICS
- ◆ VISION 20/20



Types of Authors

- ◆ First author
- ◆ Co-authors
- ◆ Corresponding author
- ◆ Senior author

Multimedia Submissions

- ◆ EPAPS – Electronic Physics Auxiliary Publication Service, repository for supplemental information
- ◆ <http://www.aip.org/pubservs/epaps.html>
- ◆ Multi-media
- ◆ http://www.aip.org/epaps/epaps_multimedia.html
 - Movie files
 - Audio files
 - Animated .gifs
 - 3D renderings

Preparing a Manuscript for *Medical Physics*

- ◆ *Medical Physics* on-line submission site

<http://medphys.peerx-press.org/cgi-bin/main.plex>

- ◆ AIP Style Guide

<http://www.aip.org/pubservs/style/4thed/toc.html>

<http://www.aip.org/pubservs/authserv.html>

Editorial Process Overview

- ◆ Authors submit manuscript
- ◆ Journal Manager checks manuscript format/compliance
- ◆ Editor assigns associate editor
- ◆ Associate editor assigns referees
- ◆ Referees submit reviews to associate editor
- ◆ Associate editor makes recommendation to editor
- ◆ Editor makes decision
- ◆ Decision communicated to authors
- ◆ Process may repeat through several iterations

Manuscript Validation by the Journal Manager

- ◆ Initial QC
- ◆ Check for cover letter, manuscript file with title page and structured abstract included
- ◆ If revision, look for point-by-point response
- ◆ Manuscript file as Word or Tex document, single column, double spaced
- ◆ Tables and figures included in article where mentioned
- ◆ For revision, figures also listed in separate figure files and numbered correctly

References

- ◆ Should be assigned consecutive numbers
- ◆ Should then be listed in the same order on a separate sheet
- ◆ Titles of articles, complete lists of authors, and inclusive pagination must be included
- ◆ A list of standard abbreviations for journal names appears in the AIP Style Manual

Line Numbering Your Article File

- ◆ Reviewers have requested that authors insert line numbering
- ◆ Done for ease of reviewing
- ◆ Authors can use in their point-by-point response
- ◆ Guidelines for line numbering can be found at <http://www.medphys.org/NewInstructions.asp>



Common Manuscript Deficiencies



- ◆ Incorrect grammar
- ◆ Illogical composition
- ◆ Obscure writing
- ◆ Verbose writing
- ◆ Deviation from AIP Style Manual
- ◆ Poor illustrations
- ◆ Mathematical errors



Common Manuscript Deficiencies



- ◆ Over-reaching of results
- ◆ Inadequate literature review
- ◆ Plagiarism and self-plagiarism
- ◆ Multiplication of papers
- ◆ Separation of supplemental material

Helpful Hints for PeerX-Press

- ◆ For technical help, email pxphelp@aip.org
- ◆ Approve converted files
- ◆ Run Spell Check
- ◆ Check figure numbers
- ◆ Address cover letter to correct Editor
- ◆ Include correct email address
- ◆ Check and double check the presentation of the files

Authors' Response to Reviews

- ◆ Courteous and fair
- ◆ Accept or challenge
- ◆ Annotated response
- ◆ Rapid response (3 month deadline)
- ◆ Decision appeal

Excess Page Fees

- ◆ Charged if published article exceeds 10 journal pages
- ◆ Cost is \$200.00 per page
- ◆ To approximate article length, divide double spaced, single column text pages by three, and total number of figures by four
- ◆ If cannot pay excess page fee, do not exceed 10 journal pages



Criteria for Associate Editors and Referees



- ◆ Expertise in topic of manuscript
- ◆ Publication experience
- ◆ Maturity in field
- ◆ No conflicts of interest
- ◆ Responsive to previous requests
- ◆ Timely responsiveness
- ◆ Thorough and courteous reviews



Guidelines for Referees



- ◆ Comments to authors and to editor
- ◆ General and specific comments and recommendations
- ◆ Critical and impersonal evaluation
- ◆ Original, unpublished work
- ◆ Accuracy, originality and completeness
- ◆ Clarity and succinctness of writing
- ◆ Grammatical and compositional errors

Guidelines for Referees

(continued)

- ◆ Quality and necessity of illustrations/tables
- ◆ Comprehensiveness of literature review
- ◆ Paper and reference format
- ◆ Relevance of title and structured abstract
- ◆ Appropriateness of subject
- ◆ Negative comments



What Follows the Decision Process



- ◆ Notification
- ◆ Acceptance letter
- ◆ Manuscript is put in production queue
- ◆ Copy-editing
- ◆ Galley Proofs
- ◆ Author Sign-off



Publication in Journal

- ◆ Accelerated On line publication
- ◆ Appearance in Print