

# ACADEMIC PAPER GUIDELINES



*TuftScope* is a student publication published biannually in conjunction with Tufts University, Medford MA. Founded in 2001, *TuftScope* receives funding from the Tufts Community Union Senate.

## I. Guidelines for Academic Papers

1. **Paper Length:** Papers should be between 3000 - 4000 words in length. *TuftScope* considers all papers based on their merit and longer or shorter papers will also be considered. Please contact the Editorial Board at [tuftscope@gmail.com](mailto:tuftscope@gmail.com) if you have any concerns regarding paper length.
2. **Abstract and Title Page:** Papers must have a 200 - 250 word abstract and a title page. The title page for papers should include the title of the work, the names of all authors, the affiliations of all authors (university or institution, year of study or position, major or degrees, supporting professors), and an email address at which the author or authors may be readily contacted.
3. **Citations:** Papers must be referenced and cited using a numerical style of citation, with each reference bearing a numeral corresponding to first appearance within the paper and using the same numerical citation for each use of the reference thereafter. *Please use in-text citations and not the built in word processor citation system.* For example: "...we can say that according to X... (1) The theories of Y, however, prove. (2)" The Editorial Board reviews and investigates the sources for all submissions.
4. **Sample Paper Topics:** As is often the case with journals that cover a broad range of issues, concerns may arise over what paper topics are accepted. We include here a list of topics that have been previously been published. This is by no means an exhaustive list and we urge authors to contact the Editorial Board if they are unsure whether the topic of their paper is acceptable.
  - a. Public and Community Health
  - b. Government Health Policy
  - c. Bioethical Issues and Policy
  - d. Medical Anthropology and Sociology
  - e. Clinical Research
  - f. Topics Addressing the Science and Art of Medicine and Health

- g. Analyses of Efforts by Health or Medical Organizations
- h. Original Research Conducted in Any of the Above Fields

## II. Submitting the Paper

1. **Deadlines:** TuftScope does not extend submission deadlines, except in rare circumstances. We request that authors contact *TuftScope* if circumstances prevent submission on time.
2. **Publication Consent:** All authors must submit the *Consent of Publication Form* for all submissions. The *Consent of Publication Form* may either be mailed to TuftScope or it may be scanned into the computer and sent electronically. The form may be sent after the submission is sent.
3. **Submission Format:** Submissions must be sent as Microsoft Office files (.doc) or in another accessible format. Please label the attachment as “LastName\_TuftScope\_Submission.” For example, “Smith\_TuftScope\_Submission.” Do not send submissions in formats that cannot be edited (.PDF). When the submission is received a receipt will be generated containing information regarding the submission.
4. **Submitting Documents:** Submissions should be sent to [TuftScope@gmail.com](mailto:TuftScope@gmail.com) or uploaded to the [www.tuftscopejournal.org](http://www.tuftscopejournal.org) submissions system.
5. **Editing:** If the submission is accepted for publication, the Editorial Staff may contact the author(s) of the submission regarding potential changes or issues in the submission that may need to be addressed prior to publication. The Editorial Board requests that authors respond in a timely manner to such inquiries to facilitate the publication process.

Please address all questions, comments, and concerns to [Tuftscope@gmail.com](mailto:Tuftscope@gmail.com).