

AMA Style Guide

A must-have guide for anyone involved in medical and scientific writing



What Is AMA Style?

The AMA style developed by the American Medical Association (AMA) for the preparation of manuscripts and according to the 11th Edition of 2018.

- Use AMA style for scientific and medical materials.
- The flexibility and extensibility of the style makes it useful for a variety of sciences, including scientific research papers, clinical studies, pharmaceutical journals, and public-health reports.

- Designed for authors, editors, researchers, and librarians. The rules contained in this guide are generally according to the 11th Edition of 2018.

PREPARING AN ARTICLE FOR PUBLISHING

Titles & Subtitles

- Keep titles and subtitles concise, clear, and specific.
 - **Avoid:** Birth Defects and Fractures
 - **Use:** Factors Contributing to Birth Defects
- Avoid non-verbals.
 - **Avoid:** The Effects of Cardiovascular Health on Blood Sugar in Patients with Type 2 Diabetes
 - **Use:** Cardiovascular Health and Patients with Diabetes
- Avoid phrases such as effects of, use of, treatment of, and use of in the main title.
 - **Avoid:** The Use of Subcutaneous Serotonin Receptor Inhibitors on Patients with Major Depressive Disorder
 - **Use:** Subcutaneous Serotonin Receptor Inhibitors and Patients with Major Depressive Disorder
- The subtitle suggests the title but does not serve as an extension of the title.
 - **Avoid:** Psychiatric Disorders: Explaining Social Disparities
 - **Use:** Social Disparities in Hospitalization Rates for Psychiatric Disorders
- Avoid stating conclusions in titles and subtitles.
 - **Avoid:** Social Cell Connections in Cerebral Cortex with a History of Seizures
 - **Use:** Physiology of Social Cell Connections in Cortex
- Use double quotation marks in titles and subtitles, not single quotation marks.
 - **Avoid:** The "Five Rights" of Medication Management
 - **Use:** The "Five Rights" of Medication Management
- Spell out numbers at the beginning of titles and subtitles unless they begin with specific years.
 - **Avoid:** 15 Years of Training History: 1900 to 1908
 - **Use:** Fifty-Five Years of Training History: 1850 to 1908
- Spell out numbers four through eight.
 - **Avoid:** The First Clinical Trial Results
 - **Use:** The Third Clinical Trial Results

- Avoid using brand names of drugs in titles and subtitles. Instead, use the generic name of the drug.
 - **Avoid:** Side Effects of Zolofid
 - **Use:** Side Effects of Sertraline
- Put genus and species names in italics.
 - **Avoid:** Nephelococcus aureus Infection in Hospital Patients
 - **Use:** *Nephelococcus aureus* Infection in Hospital Patients
- Avoid abbreviations in titles and subtitles and spell out words unless opening to an issue.
 - **Avoid:** Phenololysis of TB Following Opening of New Hospital
 - **Use:** Phenololysis of Tuberculosis Following Opening of New Hospital
- Capitalize the first letter of all major words, including articles and prepositions, of 7 or fewer letters.
 - **Avoid:** Diabetes Infection in Adolescents
 - **Use:** Diabetes Infection in Adolescents
- Capitalize 2-letter words.
 - **Avoid:** The Epidemic of Influenza in Midwestern
 - **Use:** The Epidemic of Influenza in Midwestern

Parts of a Manuscript

Use headings and subheadings to break up text and organize information in a logical progression. **Avoid** subheadings and using references, figures, or tables in headings and subheadings. Maintain a consistent style and spacing for each level.

- Abstracts should summarize the main points of an article and include the objectives, methods, results, and conclusions of a study.
- **Abstracts** are materials added to an article after it has been published or accepted for publication. An abstract may be incorporated directly into the text or in the very end of the article.
- **Acknowledgments** are located between the body of the text and the references. They contain information about the publication, contributors, financial disclosure, funding support, sponsors, and disclosures.

Ethical & Legal Considerations

- Use ethical principles when preparing materials for publication. Medical and scientific content is often regulated by ethical and legal standards.
- **Authorship:** The person or people who participate in the creation of a document, theory, idea, or study who have the right to take public responsibility for their contribution. Names of authors and contributors must be noted in the publication.
- **Acknowledgments:** Information that is listed about funding, grants, sponsors, donors, and anyone who makes intellectual contributions but are not considered "authors" (i.e., data analysis assistance).
- To avoid conflicts of interest, authors must disclose their financial interests and relationships (e.g., other work, funding, from pharmaceutical companies or research centers). Personal relationships must also need to be disclosed.
- Confidentiality must be protected in published work. Personal identifiers (i.e., names, dates, ethnicity, etc.) must be changed, removed, or paraphrased to protect confidentiality. The best practice is to use pseudonyms.
- **Copyright:** Published materials may be subject to copyright laws. Published property, such as data or the theories and findings of researchers, is protected under copyright laws. Authors and editors must need to obtain the rights to publish materials that are copyrighted.
- Use sensitive language when referring to individuals who have diseases or disorders (i.e., do not call an individual by their disease).
 - **Avoid:** He is a diabetic.
 - **Correct:** He has diabetes.
- To uphold ethical and legal standards, avoid:
 - Plagiarism
 - Conflicts of interest
 - Confidentiality breaches
 - Omissions, fabrications, or fabrication of information

STYLE & USAGE

Consistent typographic style

- Use serif type (e.g., Times New Roman) for body text.
- Use sans serif type (e.g., Arial) for titles and headings.
- Use boldface for headings in (superscripts) when calling attention to information in a text.
 - **DO:** Pharmacology and medicine data are shown in Figure 3.
- Use italics for non-English words, however, no italics are used for words or phrases that are part of the English language.
 - **DO:** The patients were not exposed to testing in vitro.
- Use italics for print and script names to designate

- terms. Do not italicize genus and species names in plant form.
 - **DO:** *myxobolus*
 - **DO:** *myxobolus*
- In communications, use italics for lowercase letters that are not in parentheses.
 - **DO:** The list of factors in the survey included: (a) height, (b) weight, and (c) body mass index.
- Use italics for chemical prefixes and mathematical expressions.
 - **DO:** *N-acetyl-D-glucosamine*
 - **DO:** 10^{-1}
- Use italics when referring to terms as terms in a sentence.
 - **DO:** The individual name for the staff member was

- Blind person is polysyllabic word.*
- Use italics sparingly for emphasis. Avoid putting large blocks of text in italics.
- Use small capital letters to indicate time (e.g., am, pm) and to indicate sex (e.g., he, she).

Commas

- Commas indicate pauses but not breaks. They are used to separate thoughts and list items in a series.
- Use commas.
 - To separate groups of words and phrases
 - After dependent clauses that open a sentence

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