

Footnotes, Acknowledgements and References

FOOTNOTE FORMAT

- A bold line should be placed between text and the footnotes, before the footnotes title and after the end of footnotes.
- The title, **FOOTNOTES**, should be placed beneath the top line.
 - Bolded
 - Capitalized
 - Left aligned

•Footnotes are used to list manufacturers of herbal or Western medicines and any equipment described in the paper. They should appear as a superscript small letter in the text at the end of the appropriate word and listed in the footnotes section with no periods at the end of the line.

○ Superscript: ^{a, b, c, etc.}

○ One footnote per line

- Do not use any automatic footnote programs. Example:

FOOTNOTES

^a WQ-6F Electronic Acupunctoscope, Donghua Electronic Equipment Factory, Beijing, China

^b KINGLI needles, Kingli Medical Appliance Co., LTD, Wuxi, China

ACKNOWLEDGEMENTS

- The section title **ACKNOWLEDGEMENTS** should be:
 - Bolded
 - Capitalized
 - Left aligned
- If applicable, any major source of assistance should be acknowledged, although caretakers of animals in the report are not acknowledged.
- In this section include study funding source(s) and the conflict of interest acknowledgment. Authors are expected to acknowledge anything that might be considered a source of bias as

well as all sources of funding/financial support.

o Example: Funded by a grant from the American Association of Traditional Chinese Veterinary Medicine

- Authors must disclose any financial interests with companies that manufacture products that are the subject of their research or that manufacture competing products.
- Company ownership, employment, consultancy arrangements and service as an officer or board member should be disclosed in this area.

REFERENCES- GENERAL CONSIDERATIONS

- References are required for all papers submitted.
- The section title **REFERENCES** should be
 - o Bolded,
 - o Capitalized,
 - o Left aligned
 - o Two spaces below the Footnotes or Acknowledgement sections
 - o Before the Tables.
- References should be numbered consecutively as they appear in the text using the automatic numbering system found under the Format section of the Microsoft Word toolbar.
- Do not use an automatic referencing program that inserts references with superscript numbers or letters. Ensure the superscript identifying numbers match up to the correct citation in the list.
- All references must include appropriate page numbers.
- References should be indicated in the text as superscript numbers at the end of the sentence after the period.
 - o Example: Horses with severe anhidrosis may die from becoming over-heated.¹
- No reference numbers should be placed within the sentence, even if they refer to different items in the sentence

o Example: In 2 studies of the treatment for back pain in sport horses, Adams evaluated acupuncture and Thompson evaluated Chinese herbal medicine.^{1,2}

- When a reference is referred to multiple times, do not list the same reference more than once and do not use *ibid*. Simply list the pages in the order to which they are referred in the text.

o Example: Schwartz C. Four Paws Five Directions. Berkley, CA: Celestial Arts 1996:35-39,1-3,15,12.

- Proceedings or course notes should not be used as references as many readers will not have access to them.

o If such information is available to anyone on a website, then that can be used, and the web address must be provided.

REFERENCE FORMATS

- Please note in the examples below:

o List last name and initial of first name with no commas or periods in the name.

o If multiple authors, list three names with commas between, then use the term “et al.” to indicate other authors. Example: Smith R, Jones T, Fry L et al.

o Do not insert an “and” between any author names.

o Use sentence case for the title of paper or chapter and title case for book names.

o Note below the placement of periods, semicolons, spaces and colons as these are standard AJTCVM format.

o For journals, list

- author(s) names

- article name

- first letter capitalized and the rest in lowercase letters

- the journal name (do not put in italics), the volume and number of the journal and page numbers

- o Always place a period at the end of the reference.
- o See format for books and book chapters below

Journal Article Example

Xie H, Collahan P, Ott E. Evaluation of electroacupuncture treatment of horses with signs of chronic thoracolumbar pain. *J Am Vet Med Assoc* 2005; 227(5):281-286.

Book Example

Schwartz C. *Four Paws Five Directions*. Berkley, CA: Celestial Arts 1996: 35-39,1-3,15.

Book Chapter Example

Schoen A. Acupuncture for musculoskeletal disorders. *Veterinary Acupuncture* 2nd Ed, Schoen A (ed). St Louis, MO: Mosby 2001:161-165.

Online Article Example

Fenner K, Matlock S, Williams J et al. Validation of the Equine Behaviour Assessment and Research Questionnaire (E-BARQ): A New Survey Instrument for Exploring and Monitoring the Domestic Equine Triad. *Animals*. 2020; 10(11):1982. <https://doi.org/10.3390/ani10111982>