

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>