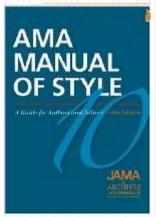
THE RIGHT CITE

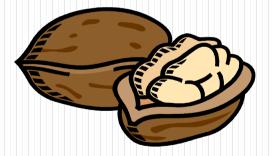
How to Get a Higher Grade when Writing Papers in AMA Style



Jan Turner, Reference Librarian Regis University 303-458-4262

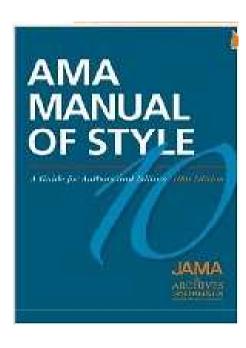
jlturner@regis.edu

...or AMA in a Nutshell



AMA Style

- References
 - Print Sources
 - Online Sources
- In-Text Citations
- Layout
 - Components
 - Design (title page, spacing, margins)



Students find this topic fascinating



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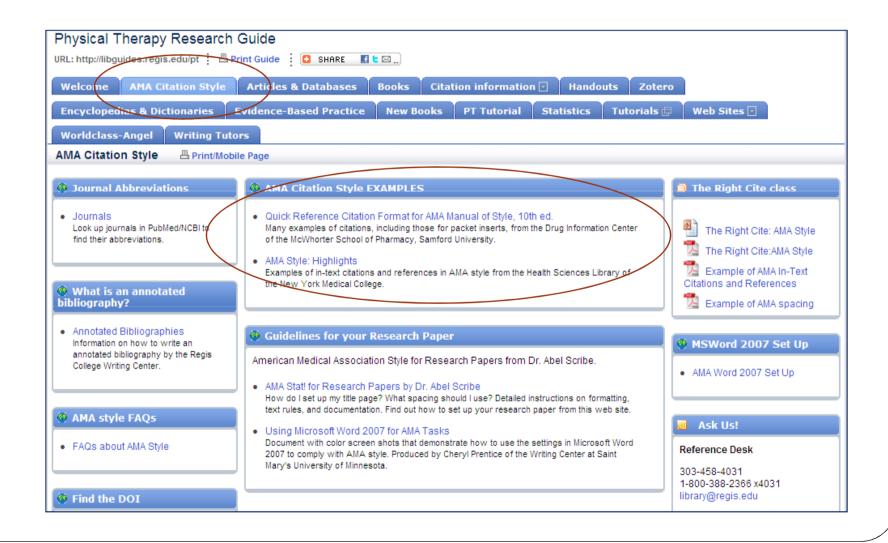
Library news blog - get the latest updates! Featured posts:

- Colorado Springs branch library closing
- DML holiday and finals week hours

Physical Therapy Research Guide http://libguides.regis.edu/pt



The AMA Citation style page will link you to this PowerPoint, Web sites with examples of AMA style, Journal abbreviations, MS Word 2007 set up for AMA style, and a DOI finder.



MA Citation Style Examples

Quick Reference Citation Format for AMA Manual of Style, 10th ed.

Many examples of citations, including those for packet inserts, from the Drug Information Center of the McWhorter School of Pharmacy, Samford University.

OUICK REFERENCE CITATION FORMAT

For AMA Manual of Style, 10th ed, 2007

Listed below are some of the more commonly used citations depicting the correct citation format; however, **these are examples only.** More recent editions may have been published. Refer to other examples and explanations in *AMA Manual of Style: A Guide for Authors and Editors*. 10th ed. New York: Oxford Press: 2007

Article in Journals

Typical entry for journal article

Smith J, Canton EM. Weight-based administration of dalteparin in obese patients. *Am J Health-Syst Pharm.* 2003;60(7):683-687.

Note: If the journal does not have a volume or issue number, use the issue date.

<u>Typical entry for journal with more than 6 authors</u> (If <u>more than 6 authors</u>, list <u>first 3</u>, then **et al**) Hunter DJ, Hankinson SE Jr, Laden F, et al. Plasma organochlorine levels and the risk of breast cancer. *N Engl J Med.* 1997;337(18):1253-1258.

Issue with supplement (the basic format)

Dworkin RH, Jolnson RW, Breuer J, et al. Recommendations for the management of herpes zoster. *Clinic Infect Dis.* 2007;44(1)(suppl 1):S5-S10.

Note: if there is no suppl number, leave it blank, e.g., (1)(suppl):S5-S10.

<u>Editorials or letters</u> (place the article type in brackets [])

Whitcomb ME. The April issue: required reading [editorial]. Acad Med. 2007;82(4):319-320.

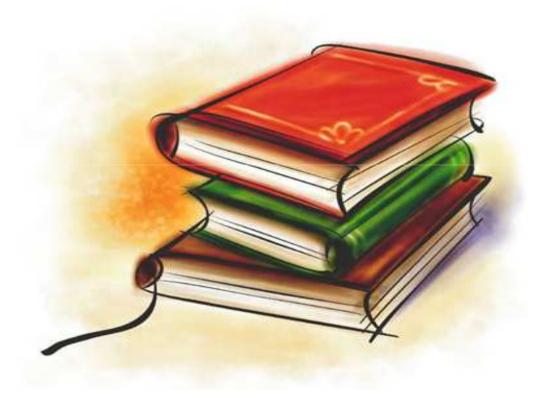
REFERENCES - Citation Style

- Books
- Article in Journal
- Web Pages and Electronic Resources
- Personal Communication

Some General Rules for References

- Authors & Editors. List up to six authors or editors. If there are more, list the first three, plus et al. Invert all names—authors, editors, translators, compilers—first & middle initials trailing without periods. If the author(s) represent a group, add the group name after the authors (follow the rule for using et al.).
- Article Titles. Titles of articles, chapters of books, Web pages, and entries in reference works are set in lowercase in plain text without quotation marks or italics. Subtitles begin with lowercase. Proper nouns are capitalized.
- Book Titles. Titles of books, volumes, reference works, reports & bulletins, theses & dissertations are formatted in heading caps and set in italics.
- Journal Names. The names of journals are set in italics and abbreviated according to the "Journals" link in NCBI Web site, which also contains PubMed http://www.ncbi.nlm.nih.gov/journals
- City: State. Include the 2-letter abbreviation for the state with all US cities and Canadian provinces, eg, New York, NY; Toronto, ON. Add the country with all other cites, eg, Paris, France; London, England. Do not list the state if it is part of the publisher's name.
- Page Numbers. Do not omit digits from inclusive page numbers.
- Volume(Number). JAMA has taken to citing the issue number in a volume in references even when each issue in a volume is paged consecutively.
- Uniform Resource Locators (URLs). "Use the URL that will that will take the reader most directly to the article, not a long search string and not a short, more general URL (one to the publisher's home page, for example)' if a URL is provided, as close as possible to publication verify that the link still works".
- A DOI (digital object identifier) is preferable to a URL, if available, because it is more permanent.

REFERENCES-BOOK CITATIONS



Books

Author(s). *Book Title*. Edition number (if it is the second edition or above). City, State (or country) of publisher: Publisher's name; copyright year.

Prentice WE. Rehabilitation Techniques for Sports Medicine and Athletic Training. New York, NY: McGraw-Hill; 2011.

REFERENCES FOR BOOKS

One Author

Davis NM. *Medical Abbreviations: 26,000 Conveniences at the Expense of Communications and Safety*.12th ed. Huntingdon Valley, PA: Neil M. Davis Associates; 2005:173.

More than 6 Authors

This one just refers to one page

Iverson C, Christiansen S, Flanagin A, et al. *AMA Manual of Style: A Guide for Authors and Editors.* 10th ed. New York,

NY: Oxford University Press; 2007.

No Author

This refers to the entire book (no page numbers included)

Drug Topics Red Book. Montvale, NJ: Thomson Healthcare; 2007:552.

REFERENCES FOR BOOKS

Government Publication

Congressional Budget Office. *Changes in the Living Arrangements of the Elderly: 1960-2030.* Washington, DC: US Government Printing Office; 1988.

Dissertation

Blunt E. *The Influence of Pharmaceutical Company Sponsored Educational Programs, Promotions and Gifts on the Self-Reported Prescribing Beliefs and Practices of Certified Nurse Practitioners in Three States* [dissertation]. Philadelphia, PA: Drexel University; 2004.

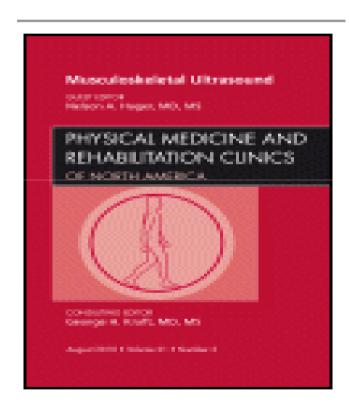
How about a Reference to a Chapter in a Book?

Wallace RJ Jr, Griffith DE. Antimycobacterial agents. In: Kasper DL, Fauci AS, Longo DL, Braunwald E, Hauser SL, Jameson JL, eds. *Harrison's Principles of Internal Medicine*. 16th ed. New York, NY: McGraw-Hill; 2005:946.

Notice that the title of the chapter is not in italics and that only the first word is capitalized. Only one page in this example is cited. If the entire chapter was being cited, then the inclusive page range would be given 946-962.

Dowling TC, Comstock TJ. Quantification of renal function. In: DiPiro JT, Talbert RL, Yee GC, Matzke GR, Wells BG, Posey LM, eds. *Pharmacotherapy: A Pathophysiologic Approach*. 6th ed. New York, NY: McGraw-Hill; 2005:761.

REFERENCESJOURNAL ARTICLE CITATIONS





PRINT VERSUS ONLINE JOURNAL? What should I do?



What if the article is from a PDF file in the Regis Online Databases such as EBSCO (Academic Search Premier, CINAHL, MEDLINE), Journals @ OVID, ScienceDirect, and the other Regis Online Journal collections?

At Regis University, the established practice is to treat PDF files from these databases the same as the print journal. In other words, it is not necessary to include the URL. It is also unnecessary to indicate the database from which the article was retrieved. If a DOI is available, include it. The DOI is a digital object identifier, a number unique to a specific article.

Authors(s). Article title. Journal Name. Year; vol(issue no.):inclusive pages.

Smith J, Canton EM. Weight-based administration of dalteparin in obese patients. *Am J Health-Syst Pharm*. 2003;60(7):683-687.

JOURNAL ARTICLE found in CINAHL (EBSCO) database

Physical therapy and changes in disability for patients with low back pain.

(includes abstract); Ross MD; Military Medicine, 2002 Aug; 167 (8): 662-5 (journal article - research, tables/charts) ISSN: 0026-4075 PMID;

12188238 CINAHL AN: 2003019764

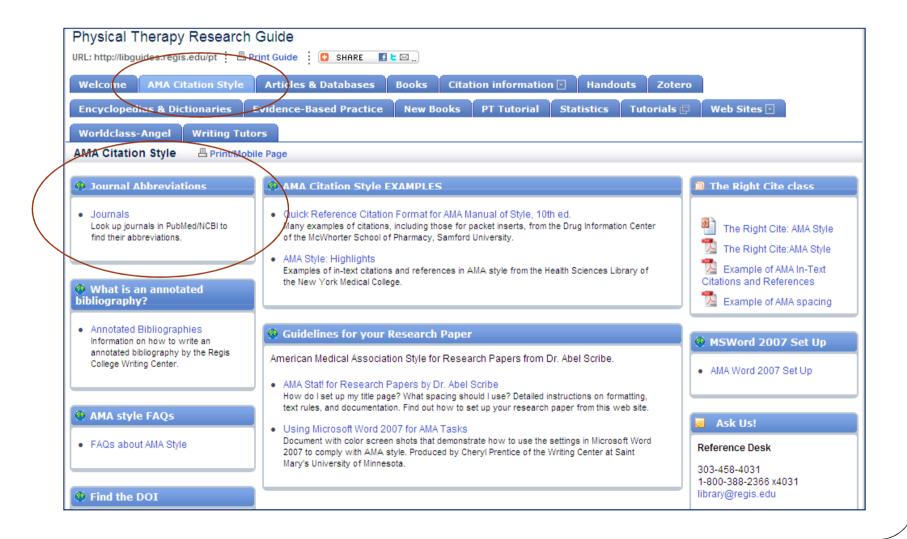
Abstract: OBJECTIVE: The purpose of this study was to describe the changes in disability for patients being treated for low back pain (LBP) at a military physical therapy clinic from the time of initial evaluation to discharge from physical therapy and to compare those changes across categories of symptom duration and location. METHODS: Three hundred four consecutive patients who completed a course of physical therapy for LBP were evaluated with the Oswestry LBP Disability questionnaire at the time of initial evaluation and discharge from physical therapy. RESULTS: In all of the patient groups, mean Oswestry scores had decreased significantly from the time of initial evaluation to discharge from physical therapy, indicating that patients experienced significantly decreased levels of disability at the time of discharge from physical therapy. However, patients with LBP without lower extremity symptoms generally had greater decreases in disability than patients with LBP with lower extremity symptoms. Furthermore, whereas patients in the acute groups had the greatest decrease in disability, patients in the chronic groups had the smallest decrease in disability. CONCLUSION: Clinicians should use LBP symptom duration, as well as the presence or absence of lower extremity symptoms, to assist in developing treatment prognoses for patients with LBP.

Subjects: Low Back Pain; Questionnaires; Adult: 19-44 years; Middle Aged: 45-64 years; Male; Female

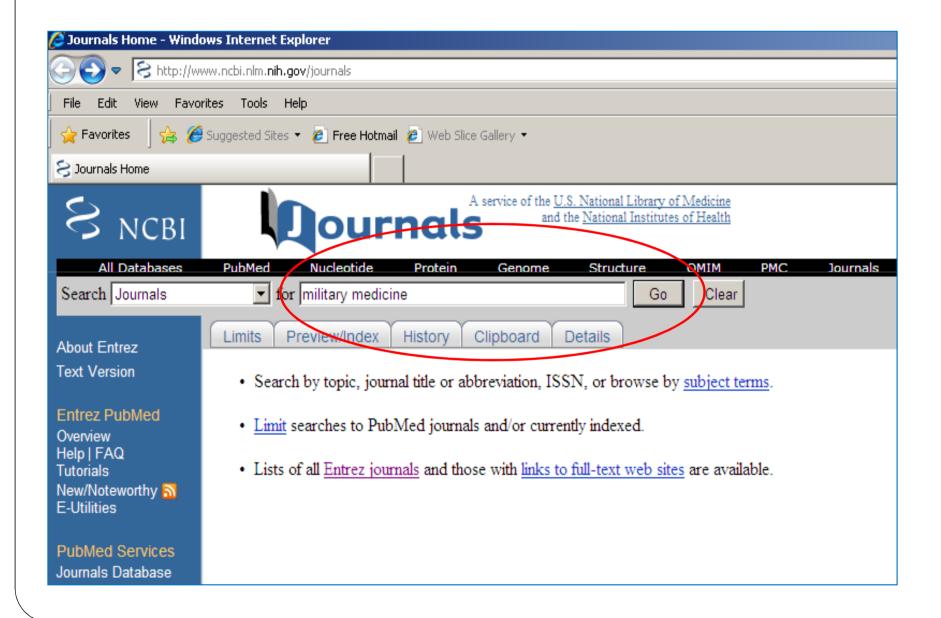
Database: CINAHL with Full Text

Check for full text

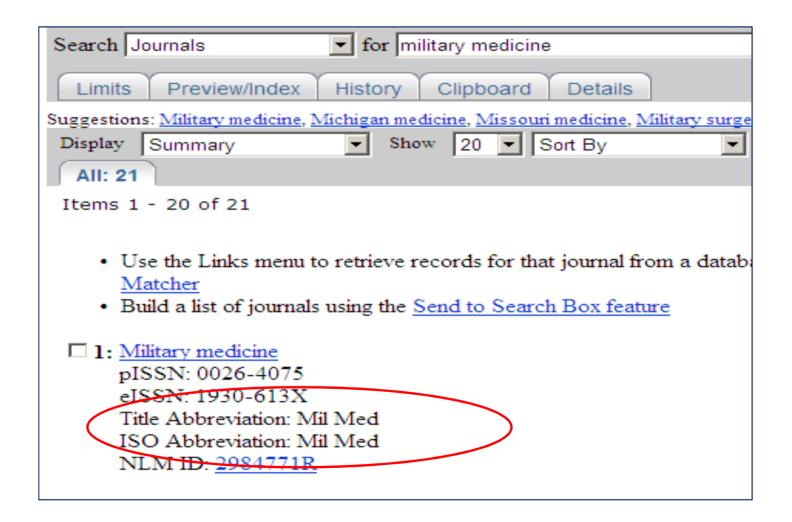
AMA Citation style page on the Physical Therapy LibGuide will link you to Journal Abbreviations



Enter the journal title and click "Go"



The abbreviation is displayed below the journal title.



Authors(s). Article title. *Journal Name Abbreviation*. Year; vol(issue no.):inclusive pages.

WHICH ONE IS CORRECT?

- 1. Ross, MD. Physical therapy and changes in disability for patients with low back pain. *Mil Med*. 2002;167(8):662-665.
- 2. Ross, MD. "Physical Therapy and Changes in Disability for Patients with Low Back Pain," *Military Medicine* 2002;167(8):662-665.
 - 3. Ross MD. Physical therapy and changes in disability for patients with low back pain. *Mil Med*. 2002;167(8):662-665.
- 4. Ross MD. Physical therapy and changes in disability for patients with low back pain. *Mil Med*. (2002), vol. 167(8): p.662-5.

Authors(s). Article title. Journal Name. Year; vol(issue no.):inclusive pages.

Number 3 is correct!

3. Ross MD. Physical therapy and changes in disability for patients with low back pain. *Mil Med*. 2002;167(8):662-665.

Inclusive page numbers

There should not be a comma after the author's the last name The journal title is abbreviated and in italics.

The article title is in lower case except for the first letter of the first word (and proper nouns).

References - Journal Articles

Journal Article with 1 to 6 Authors

Smith J, Canton EM. Weight-based administration of dalteparin in obese patients. *Am J Health-Syst Pharm*. 2003;60(7):683-687.

Note: If the journal does not have a volume or issue number, use the issue date.

Author:

- •Last name first initial middle initial (no comma between last name and initials)
- •Commas separate authors
- •No period after initials; period at end of authors entry

Title of article:

- •First letter capitalized, after that the words are lower-case unless proper nouns
- •Period at end of article title, the end of journal title abbreviation, and at end of the final page number.

References – Journal Articles

Journal Article with <u>more</u> than 6 Authors

Use first 3 authors, then et al

Hunter DJ, Hankinson SE Jr, Laden F, et al. Plasma organochlorine levels and the risk of breast cancer. *N Engl J Med*. 1997;337(18):1253-1258.

Article with Subtitle

Record: 6 from CINAHL

Physical therapy for acute low back pain: associations with subsequent healthcare costs.(includes abstract); Fritz JM; Cleland JA; Speckman M; Brennan GP; Hunter SJ; Spine, 2008 Jul 15; 33 (16): 1800-5 (journal article - research, tables/charts) ISSN: 0362-2436 PMID: 18628714 CINAHL AN: 2009977188

Database:

CINAHL with Full Text

Article title with subtitle

Treat article subtitle the same as an article title (lowercase, plain text) but <u>do not</u> capitalize the first letter of the first word.

Fritz JM, Cleland JA, Speckman M, Brennan GP, Hunter SJ. Physical therapy for acute low back pain: associations with subsequent healthcare costs. *Spine*. 2008;33(16): 1800-1805.



WHAT IF THERE IS NO AUTHOR?

What if there is no author?

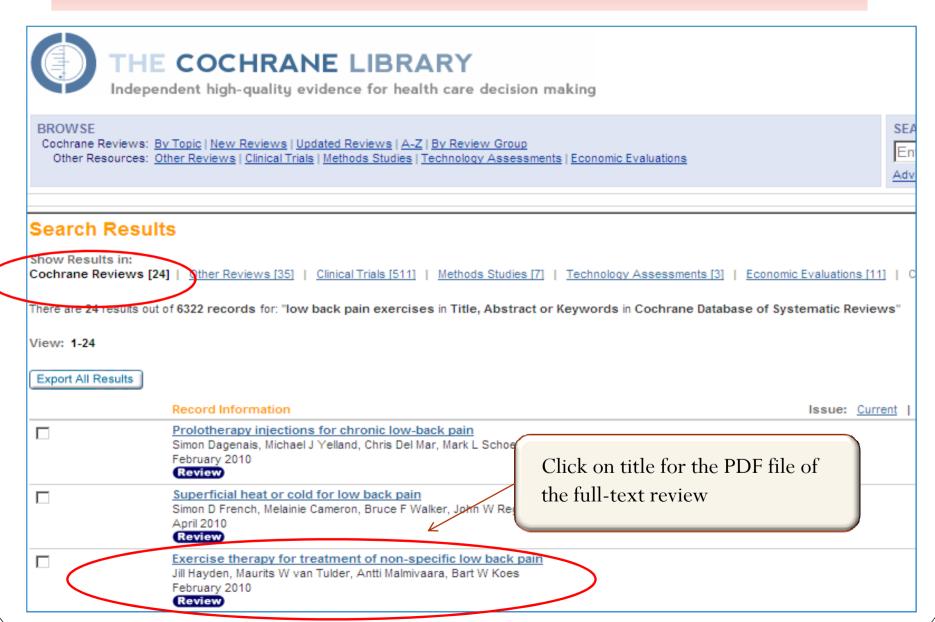
Then start with the title. No worries....

The choice of antibacterial drugs. *Med Lett Drugs Ther*. 1998;40(1023):33-42.

Newspaper Citation

Steinmetz G. Kafka is a symbol of Prague today; also, he's a T-shirt. *Wall Street Journal*. October 10, 1996:A1, A6.

The Cochrane Library (Regis database)





from The Cochrane Collaboration

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SEARCH

Intervention Review]
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PDF

- Summary (58 K)
- Standard (728 K)
- Full (1040 K)
- Abstract
- · Plain language summary

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· What's new

The review

[Intervention Review]

Exercise therapy for treatment of non-specific low back pain

Jill Hayden¹, Maurits W van Tulder², Antti Malmivaara³, Bart W Koes⁴

¹Dept. of Community Health & Epidemiology, Dalhousie University, Halifax, Canada. ²Department of Health Economics & Health Technology Assessment, Institute of Health Sciences of Earth & Life Sciences, VU University, Amsterdam, Netherlands. ³Centre for Health Economics CHESS, National Institute for Health and Welfare (THL), Helsinki, Finland. ⁴Department General Practice, Erasmus MC, University Medical Center, Rotterdam, Netherlands

Contact address: Jill Hayden, Dept. of Community Health & Epidemiology, Dalhousie University, 5790 University Avenue, Room 222, Halifax, NS, B3H 1V7, Canada. jhayden@dal.ca.

Editorial group: Cochrane Back Group.

Publication status and date: Edited (no change to conclusions), published in Issue 2, 2010.

Review content assessed as up-to-date: 30 September 2004.

Citation: Hayden J, van Tulder MW, Malmivaara A, Koes BW. Exercise therapy for treatment of non-specific low back pain. Cochrane Database of Systematic Reviews 2005, Issue 3. . CD000335, DOI: 10.1002/14651858.CD000335.pub2.

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Cochrane citation

How the Cochrane Web site lists it:

Hayden J, van Tulder MW, Malmivaara A, Koes BW. Exercise therapy for treatment of non-specific low back pain. *Cochrane Database of Systematic Reviews* 2005, Issue 3. Art. No.: CD000335. DOI: 10.1002/14651858.CD000335.pub2

Corrected so it is in AMA Citation Style:

Hayden J, van Tulder MW, Malmivaara A, Koes BW. Exercise therapy for treatment of non-specific low back pain. *Cochrane Database Syst Rev.* 2005;(3):CD000335. doi:10.1002/14651858. CD000335.pub2.

Period at end of doi

Title is abbreviated

Issue number in parentheses

"doi" is not capitalized

Online Journals (not from a Regis database)

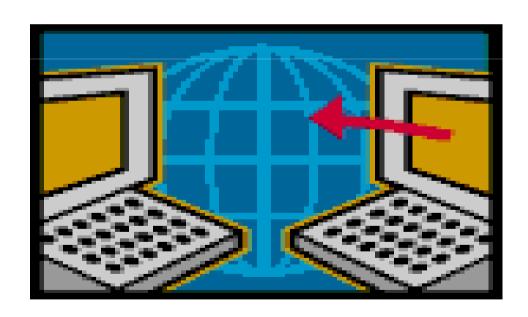
An Article with a DOI (with continuous pagination through a volume)

Lynch D, Ferraro M, Krol J, Trudell CM, Christos P, Volpe BT. Continuous passive motion improves shoulder joint integrity following stroke. *Clin Rehabil*. 2005;19:594-599. doi:10.1191/0269215505cr901oa.

An Article with no DOI (with new pagination in each issue)

Pasero C, McCaffery M. No self-report means no pain-intensity rating: assessing pain in patients who cannot provide a report. *Am J Nurs*. October 2005;105:50-53. http://www.nursingcenter.com/pdf.asp?AID=604773. Accessed August 19, 2009.

References from Web Pages and Electronic Resources



Reference Citations – Web pages and Electronic Resources

Web Site

Author (or, if no author is available, the name of the organization responsible for the site). Title (or, if no title is available, the name of the organization responsible for the site.) Name of the Web site. URL. Accessed [date].

FDA/CEDR resources page. Food and Drug Administration Web site. http://www.fda.gov/cder/approval/index.htm. Accessed April 7, 2007.

American Physical Therapy Association. Code of ethics. http://www.apta.org/AM/Template.cfm?Section=Ethics_and_Legal_Issues1&TEMPL ATE=/CM /ContentDisplay.cfm&CONTENTID=21760. Accessed August 19, 2009.

Centers for Disease Control and Prevention. Calcium and bone health. http://www.cdc.gov/nutrition/everyone/basics/vitamins/calcium.html. Updated December 3, 2008. Accessed August 19, 2009.

Reference Citations – Online Dissertation

Online Dissertation (Open Access from Drexel University's Digital Collection)

Blunt E. *The Influence of Pharmaceutical Company Sponsored Educational Programs, Promotions and Gifts on the Self-Reported Prescribing Beliefs and Practices of Certified Nurse Practitioners in Three States* [dissertation]. Philadelphia, PA: Drexel University; 2004. http://hdl.handle.net/1869/435._Accessed January 24, 2010.

Personal Communication

Personal Communication, e.g., conversations, letters, email, lectures, etc. (these are only cited in text; they are not included in the References)

Place personal communication citation in the text with no citation number, e.g., "In a conversation with

A.B. Smith, MD (March 2003)...." Or "According to a letter from A.B. Smith, MD (March 2003)...." Or

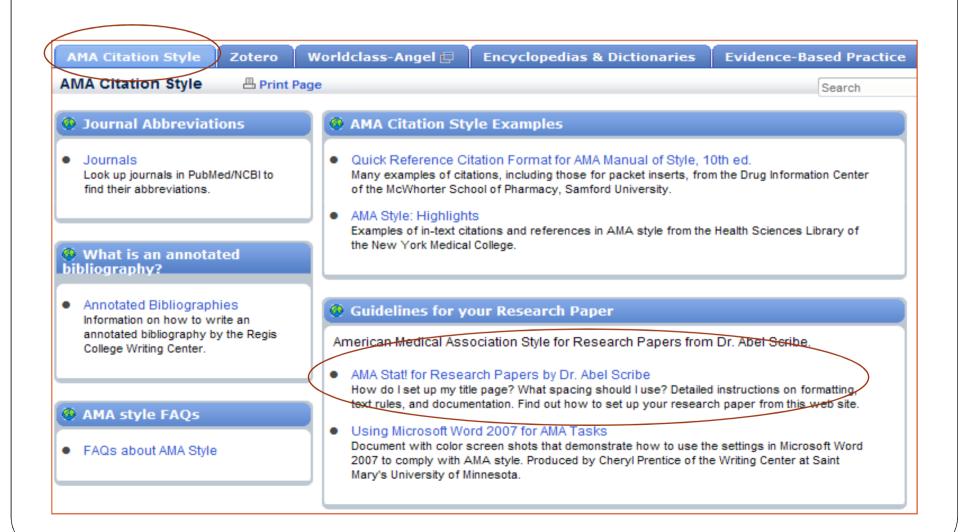
"According to the manufacturer (A.B. Smith, PhD, oral communication, March 2003), the drug was approved in the US in March 2003."

SO WHAT DOES IT ALL LOOK LIKE IN A PAPER?

References? Margins? Spacing?



Physical Therapy LibGuide http://libguides.regis.edu/pt



Guidelines for your Research Paper

AMA Style STAT! by Dr. Abel Scribe http://www.docstyles.com/library/amastat.pdf



AMA STYLE STAT! FOR RESEACH PAPERS

American Medicial Association Style for Research Papers by Dr Abel Scribe PhD - Fall 2009

AMA Stat! is a quick reference to using the style of the American Medical Association in college research papers papers drafted for classes and seminars. Papers drafted for review and publication are formatted for copy editors and typesetters, and are in turn reformatted into articles to be read. The requirements for copy manuscripts are featured in the "Instructions to Authors" of the respective journal. Class and conference papers differ in that they are intended to be read in their draft form. AMA Stat! adapts the style for these readers. It is based on the most recent 10th edition of the AMA Manual of Style, 2007. AMA Stat! expanded text revision (ETR) Fall 2009.

AMA STAT! CONTENTS

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- 1.2 Recurring Features

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Appendix: Abbreviations for Core Clinical Journals (Abridged Index Medicus)

Figure 1. Title Page With a Structured Abstract from the ICMJE "Uniform Requirements for Manuscripts" Title Pose With a Structured Abstract. Abel Scribe, PhD Ganta College of Traditional Medicine April 1, 2010 Abutenet. Distroduction - Context) The text of observational and experimental articles is usually (but not necessarily) divided into sections with the headings Introduction, Methods, Results, and Discussion, Thisso-called "BMRAD" structure is not simply an arbitrary publication format, but rather a direct reflection of the process of scientific discovery. Long pricies may need subheadings within some sections (especially the Results and Discussion sections) to clarify their content. Other tyres of articles, such as case reports, goviews, and editorials, are tikely to read other formats. Method (Design, Setting, and Participants). An abstract (requirements for length and structured format vary by format) should one sie the context or background for the study and should state the study's numbers, basic progridares (selection of study subjects or laboratory assmals, observational and analytical methods), main findnes (exvine specifice fiect sizes and their statistical significance, if possible), and principal conclusions. It should estobasize new and important aspects of the study or observations. Describe. Present your testits in looked someone in the lext, tables, and illustrations, giving the main or most important findings first. Do not repeat in the lext all the data in the tables or illustrations, emphasize of summarize only important observations. Extra of supplementary trateriati and technical detail can be placed in an appendix where it will be accessible but will not interrupt the flow of the text; alternatively, it can be published only in the electronic version of the journal. Discussion (Conclusions) Emphasize the new and important aspects of the study and the conclusions that follow: from them. Do not repeat in detail data or other material given in the Introduction or the Results section. For experimental studies it is useful to begin the discussion by summarizing briefly the main findings, the nex plore possible mechanisms or explanations for these findings, commare and contrast the results with other relevant studies, state the limitations of the study, and explore the implications of the findings for future research and for clinical processes.

The property of the second devices to be a second of the property of the second of the

Headings or subheadings. "Headings reflect the progression of logic or the flow of thought in an article and thereby guide the reader. Headings also help break up the copy, making the article more attractive and easier to read." Three levels usually serve (Fig. 2). "When a section of text is subdivided, there should ordinarily be at least two subsections."

Main Title and First Level Heading: Heading Caps with a Bold Font Single-Spaced and Centered on the Page

The heading is single-spaced when it runs to more than one line. The heading should be less than half the width of the page, running to two or three lines as needed. The bold font is optional—be consistent.

Second-Level Headings: Heading Caps at Left Margin

This type of heading is referred to as a *sidehead*. Blank lines go before and after the heading. The bold font is optional—be consistent.

Third-level headings with sentence capitalization. Third-level headings (also known as run-in, runon, or paragraph headings) follow this form as do titles of articles in references. The heading is indented as a paragraph; need not be a complete sentence; must end with a punctuation mark. The text immediately follows the heading (no blank line). A bold font or italics are optional—be consistent through the paper.

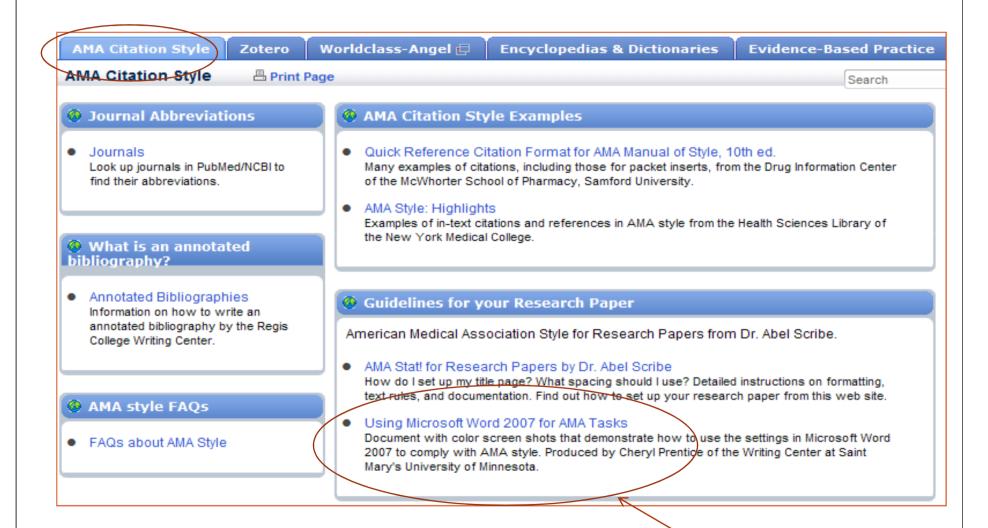
The Turabian (Chicago) Manual observes: "In general, subheads are more prominent when centered, in boldface or italic type, or capitalized headline style than when flush left, in regular type, or capitalized sentence style." 398

Paper Set-Up		
Margins	•One inch margins required around text	
	•Document should be left-justified; leave the right margin unjustified (ragged)	
Font size	10 to 12 point font (Times New Roman or Courier)	
Spacing	•Double-space all text including references •Single space within the abstract, notes, title, headings, block quotes, tables, figures, and references (everything but the main text), double space before and after each single spaced block.	

Paper	Set-Up
-------	--------

Indents	•Half-inch indents are standard			
Page Numbers	•Every page of a research paper is numbered consecutively starting with the title page. Do not change numbering through the text, even with lengthy data sets or appendices.			
Page Headers	•A short title header goes at the top of the page, aligned with the page number or left margin. This takes the place of a "running head" required of copy manuscripts.			

Is MS Word 2007 Challenging you?



Some help

MICROSOFT WORD 2007





for AMA Writing in the CRNA Program

by Cheryl Prentice
© The Writing Center
Saint Mary's University of Minnesota
Schools of Graduate & Professional Programs

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by Cheryl Prentice

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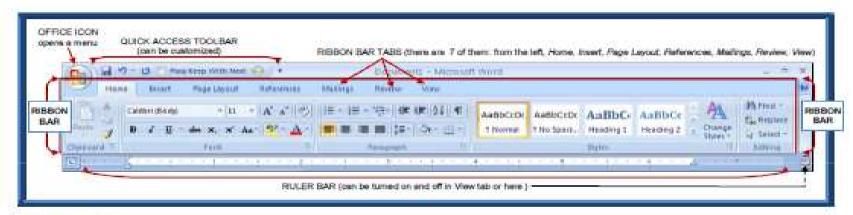
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USING MICROSOFT WORD 2007® FOR AMA TASKS This bookiet is not formatted in AMA style.

THE MS WORD® 2007 "DASHBOARD"



GENERAL TIPS

The degram above is to assist you with terminology in this section. For more word processing information, the University Library has Word 2007 manuals for student use. The Willing Center also offers assistance. Beginners should enroll in a word processing course or workshop.

The feature that most distinguishes MS Word 2007 from earlier versions of Word is the Ribbon Bay. The Ribbon Bay is loaded with features, many of which you will never use, but the features connot be changed or customized. However, Word 2007 also has a **Guick Access Toolbay** that can be customized and moved to a more convenient location.

The directions throughout this booklet are based upon use of the Ribbon Bar because that is what all Word 2007 users have in common. In a special section of this book, towever, you will find directions for contents at the beginning of the booklet.

Save yourself some time and frustration by using the keys correctly:

Backspace and Delete

The keyboard has two delete keys. Eaclspace and Delete. What's the difference?

- The Seckapace key denotes characters and spaces to the left of the cursor (see the arrow pointing to the left?).
- . The Delete key deletes characters and spaces to the right of the cursor.

For example, in the sentence below—where the cursor has been placed after the m in frustration—pressing the Sackspace key twice will wase the mand the o, whereas pressing the Datete key twice will erese the space and the b. Avoid reader confusion by typing dashes and hyphens correctly:

Daches and Hyphens

- Hyphens are used to connect words and parts of words. The hyphen key is located need to the 0 on the keyboard. Type hyphens with no spece before or after (for exercise. "a react-to-diction story").
- Desires are intended to separate words and phrases. To create a desh, type two hyphers with no space before, after, or between them. Use deshes to indicate an interuption (e.g., "Students in Group 3—these who received no training—services accorded at accomplishing the train.")

Information for this PowerPoint Presentation comes from:

- AMA Manual of Style (10th edition)
- AMA Style STAT! for Research Papers (docstyles.com)
- Quick Reference Citation Format for AMA Manual of Style, 10th edition, 2007, Drug Information Center, McWhorter School of Pharmacy, Samford University
- Microsoft Word 2007 for AMA Writing in the CRNA Program, Saint Mary's University of Minnesota

SEE PHYSICAL THERAPY RESEARCH GUIDE (LIBGUIDE) AT http://libguides.regis.edu/pt for <u>links</u> to these resources.

Hope you had a good nap!

