

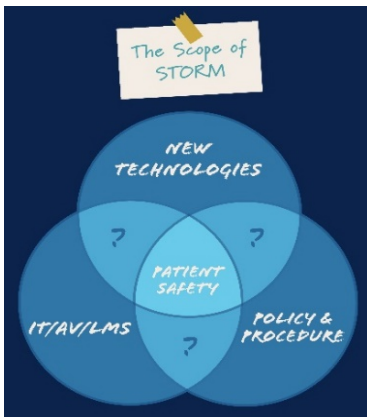


SUBMISSION GUIDELINES

Simulation Technology & Operations Resource Magazine (STORM)

was created to highlight non-scholarly work contributing to the advancement of healthcare simulation operations. All submissions will be peer reviewed prior to acceptance and will be published in the SSH Simulation Spotlight.

Article Categories



Training

Have you developed or standardized simulation courses or activities? Discuss the impact on patient safety and any assessment or evaluative data you have collected. We want to highlight the essential role played by operations specialists in

developing, implementing, and evaluating new, high-impact, training courses and simulation activities!

Policy & Procedure

Have you implemented a new process that may be considered an exemplar in simulation operations? If you used a quality improvement process, tell us about it.

Emerging Technologies

What relevant technologies have you created and/or implemented to enhance the field of simulation operations? Share your project and its impact.

Professional Development

What have you done to develop your career, getting to where you are today? Tell us how that made you successful and/or initiated new collaboration

Submission Process

- Maximum submission length is 3000 words, including tables, abstract/brief description. References are not included in word count limitations.
- Submissions are made through the official submission portal, which can be accessed from the *STORM* website (<https://www.ssih.org/SSH-Resources/Publications/STORM>).
- Articles must be uploaded as a .pdf document. Tables, Figures, and Supplemental Digital Content must be included in the .pdf document, as described below. Please see example submission for formatting guidelines.
- Each author must ensure COI information is updated in the “Disclosure” section of their “MY SSH” profile. If not already a member, a new SSH account must be created (free “Non-Member” accounts are available).
- Upon submission, you will receive a confirmation email. After submissions are peer-reviewed, you will receive a second email detailing your submission status: publication accepted, revise and resubmit, or not accepted.
- Accepted articles may be edited for clarity and/or brevity.

Figures and Tables

See page 3 for guidelines to prepare figures and tables for submission.

Supplementary Digital Content (SDC)



STORM strongly encourages SDC if it provides more detail for replicating methods. SDC may include, but is not limited to, text, graphs, audio (.mp3, .wav), and video (.mp4, .wmv, .avi, .mov) files. Number SDC sequentially as referenced within the article. At the end of the article, include an “SDC Legend,” listing title, file format, caption, and URL, if applicable, for each SDC. In most cases, URL’s are only necessary if the SDC cannot be embedded in the article body. Include relevant references at the end of the SDC description. Format SDC numbering, title, and caption the same as figures.

References

Not every submission will include references, however, any work not considered original or your own must be cited. Provide a complete list of alphabetical references at the end of the article in APA format. If there are more than three authors for a reference, only include the first three. We recommend using this citation generator to create an APA formatted reference list: <https://www.scribbr.com/citation/generator/apa/>.

Example:

Author 1 Last name, Author 1 First Initial. Author 1 Middle Initial., Author 2 Last name, Author 2 First Initial. Author 2 Middle Initial., & Author 3 Last name, Author 3 First Initial. Author 3 Middle Initial. (Publication Year). Title of article. *Title of Journal*, Volume Number (Issue Number), Page range. Digital Object Identifier.

Smith, J.L., Williams, N.R., & Martinez, L.O. (2021). Example of How to Cite in APA for STORM Submissions. *STORM*, 1(23), 13-14. <https://doi.org/0000000>.

STORM's Notes for Successful Writing

- **Author Format:** First name, middle initial, last name, highest academic degree, institutional affiliation, city, and state.
- **Corresponding Author:** Include first name, middle initial, last name, highest academic degree, institutional affiliation, city, state, and email.
- Provide an abstract/brief description immediately following list of authors.
- List any author conflicts of interest.
- Use descriptive, easily searchable article titles.
- Uncommon, abbreviated terms should be initially written out, followed by the abbreviation in parentheses. Use the abbreviation for future references.
- Encase weblinks within parentheses.
- Use generic medication and equipment names except when referencing specific pieces of equipment required for the methods. Include company names and trademarks when applicable.
- **Articles should be:**
 - Include line numbers.
 - Written in APA format.
 - Written in Standard American English.
 - Single spaced, Times New Roman font, size 10-point or larger, with 1-inch margins.
 - Written with concise language, even when describing complex procedures. Do not include overly complex medical or technical jargon.

Plagiarism

STORM is dedicated to publishing original work by members of the simulation community. Work submitted to *STORM* must not have been published, printed or electronically, in other scholarly, academic, or professional outlets. As such, it is important that all authors and creators submit new, original work and must provide appropriate credit to outside sources when submitting for publication in *STORM*. Failure to submit original work, to appropriately disclose sources, or to engage in any kind of plagiarism, including self-plagiarism, will result in immediate rejection for publication.

STORM adheres to APA standards and definitions of plagiarism and encourages all authors to review the APA's resources regarding this topic. For more information on plagiarism, please visit these APA sites:

- Definition of plagiarism: <https://apastyle.apa.org/style-grammar-guidelines/citations/plagiarism>
- A guide, including tips and examples, for avoiding plagiarism: <https://apastyle.apa.org/instructional-aids/avoiding-plagiarism.pdf>

FIGURE GUIDELINES

General guidelines

- These guidelines apply to all figure types. Special considerations for tables can be found at the end of this document.
- All figures should be included in the body of the article and mentioned at least once in the text of the article. Figures should immediately follow the paragraph in which they are first mentioned.
- Refer to figures in the article body as “Figure 1” either in text or in parentheses at the end of the sentence.
- See template and examples below for example of proper formatting.

Numbering

The figure or table number should appear above the figure title and image in bold font. Figures should be numbered consecutively in order of appearance. If the figure contains multiple panels, each panel should be labeled with a letter. Tables should be numbered separately from figures, in order of appearance.

Title

Each figure or table should be given a brief but descriptive title. The title appears below the figure number in title case and in italic font.

Image

Graph axes should be labeled defining the variable and units of measurement. Crop images to eliminate excess surrounding blank space. Figures must have adequate resolution to clearly see all line art and text. If necessary, include a legend or key.

Caption

Notes should appear below the figure to describe the contents of the figure. Abbreviations used in the figure should be defined in the figure notes, even if they are defined in the body of the article. If statistical analyses are presented in the figure, include a description of the analysis and p-value threshold.

If there are multiple panels in a figure, the figure description should include descriptions for each panel starting with “Panel A: description.”

References

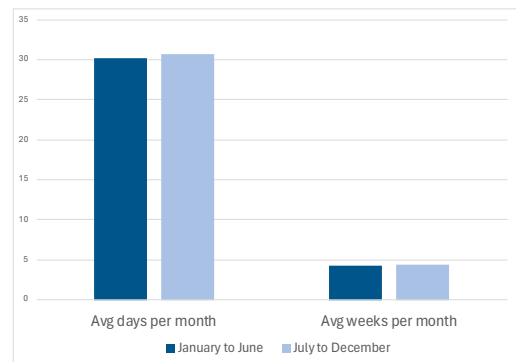
Republished figures should include proper attribution in the caption. At the end of the caption, include references in APA format.

Tables

All guidelines mentioned above apply to tables. Tables should be numbered separately from figures, in order of appearance. Units of measurement for all values should be defined in the table.

Figure 1

Example of Figure Title



Note. This figure shows the average days and weeks per month between January to June and July to December. *Avg: average.*

Table 1

Example of Table Title

Period	January to June	July to December	p-value
Avg days per month	30.17 days	30.67 days	0.37
Avg weeks per month	4.31 weeks	4.38 weeks	0.37

Note. This tables shows the average days and weeks per month between January to June and July to December. Statistical analysis was performed using unpaired t-test. P-values less than 0.05 were considered significant. *Avg: average.*

Thank you for your interest in publishing your work in *STORM*. For questions about the submission process, please contact storm@ssih.org.