ASH-SAP, 6th edition
Style Sheet

Chapter Title
Capitalize only the first letter of the first word in the title. All other words should be lowercase.

Author names
Author names should be listed just below the chapter title as follows: First name, middle initial with a period, last name (i.e. John H. Doe). It is presumed when initials only are used that this is the preference of the author. It is presumed that where no middle initial is indicated the author either has no middle name or prefers not to use it. The lead author should be listed first with all other authors following thereafter. Degree is not necessary to include.

In the case of 2 authors, separate the author names with the word “and” with no punctuation between.

In the case of 3 or more authors, include the word “and” before the final author name and use serial commas to separate all author names.

Introduction
An introduction is preferred and should provide a brief definition of the chapter title. (see below).

Hodgkin lymphoma
Hodgkin lymphoma (HL) represents ~10% of all cases of malignant lymphoma. The disease typically affects young adults and presents with painless lymphadenopathy involving the neck and chest. Systemic symptoms of fevers, night sweats and unexplained weight loss are common.

Chapter Layout
Authors may follow the layout of the previously written chapter. Alternatively, authors may use one of the sample layouts below OR create a novel layout appropriate for the topic.

Sample Layout 1
- Disease definition
- Epidemiology
- Etiology
- Pathogenesis
- Clinical Presentation
- Diagnosis
- Prognosis
- Treatment

Sample Layout 2
A chapter may list several disorders and then address each in turn, e.g.:
Primary Myelofibrosis (PM)
Polycythemia Vera (PV)
Essential Thrombocythemia (ET)
Sections for each disorder would then include:
- introduction
- epidemiology
- pathobiology
- clinical features
- differential diagnosis, diagnostic criteria, treatment, cause and
- prognosis, therapy, etc. for each disorder

Key points
Use of key points is encouraged throughout the text as a study and review aid. For example, a list of key points may be placed directly after each major section to reinforce points made in the previous section.

Clinical cases
Clinical cases are encouraged to provide case samples of presented illnesses and may be inserted where applicable.

Abbreviations
When used for the first time, insert the fully expanded term with the abbreviation in parentheses. The term should be denoted by the abbreviation each time thereafter. For example, thrombotic angiopathy (TMA). Abbreviations should be spelled out in a table or figure caption.

When beginning a sentence or article title with an abbreviation that begins with a lowercase letter, retain the lowercase letter (i.e. cDNA, mRNA)

Numerals
When beginning a sentence with a numeral, spell out the numeral. If the numeral is followed by a unit of measure or time, spell out the unit as well (e.g. “One hundred milligrams…”, “Forty-four years…”).

Units
According to the AMA Style Guide, the International System of Units (Le Système International d’Unités or SI) represents a modernized version of the metric system. Scientific units should be given according to the SI system.

Units of measure should be abbreviated when used with numerical values but should be spelled out if a numerical value is not being described; for example:

4 µg/mL BUT “All doses were micrograms per milliliter.”
11 cm BUT “Tumor sizes were measured in centimeters.”

Drug names
If a drug name is mentioned in the article, the generic name (lowercase) should be used. Example: imatinib (not Gleevec)
   alemtuzumab (not Campath)
Word count
The length of the chapter will vary according to the subject matter. The length of the chapter should roughly correspond with the previously written chapter.

Figures
Figures from the previous edition can be used, but should be high quality. In some cases, a redrawn figure may be needed.

Conflict of Interest (COI) Reporting
COIs which have occurred over the past 12 months should be reported. List author names in the same order as in the title. The author’s name should be followed by a colon with disclosures listed as follows: Consultancy, research funding, honoraria, membership on board of directors of advisory committee. (See example below)

Conflict-of-interest disclosure: Dr. XXX: consultancy: Bristol Myers Squibb, Incyte, Allos Therapeutics, Alexion. Dr. XXX: consultancy: Novartis, Cephalon, TargeGen. Honoraria: Novartis, Cephalon

Off-label drug use reporting
In compliance with ACCME, the American Society of Hematology also requires all authors to disclose any discussion of off-label drug use. (See example below)

Off-label drug use: Dr. SAP: not applicable. Dr. ASH: Thalidomide in anemia in myelofibrosis. Cladribine in treatment of hepatomegaly post-splenectomy in myelofibrosis. Interferon-alpha as cytoreductive therapy for polycythemia vera and essential thrombocytemia and pregnancy in essential thrombocytemia.

References
ASH-SAP follows AMA style for references. For any reference style items not covered in this style sheet, please refer to sections 3.11-3.16 in the AMA Manual of Style (10th edition).

Please use the word “Bibliography” to begin the reference section.

Authors should supply no more than 10-15 references that are considered key reading material for those interested in reading further, largely restricted to updated reviews or landmark or seminal papers.

Examples of reference format (although none of these would be the type of reference used for ASH-SAP):

Book
Chapter in an edited book

Journal article

Editorial

Paper presented

Database

Website