

Guidelines for Authors

The Watermark is the quarterly publication of Archivists and Librarians in the History of the Health Sciences (ALHHS). We publish news of the organization and its members, book reviews, and articles on the history of the health sciences. Other related articles may be published as well. Of special interest are articles that relate to cutting-edge developments and techniques in the fields of librarianship and archives. We aim to enhance communication among our members and to encourage original research in their respective fields.

Individuals wishing to contribute to *The Watermark* need not be members of ALHHS, but members' contributions take precedence. ALHHS membership is required to submit posts to the ALHHS listserv. Please note that only ALHHS members may submit book reviews.

Submissions should be written in Word using Arial, 11 point font, with paragraph set at alignment left, and line spacing set to multiple at 1.3. Images, in the form of JPEGs with a resolution of at least 100 dpi, are encouraged. Please note that due to space considerations, not every submitted image can be used. When appropriate, images should be captioned and include a photo credit.

Potential contributors are encouraged to view our past issues to see the types of topics covered. All issues are freely available at <http://www.alhhs.org>. In the left-hand column, click "*The Watermark*." Articles usually run between 800-2,000 words.

Contributions are bylined and follow this example:

Jane Q. Doe
Assistant Archivist, XYZ Medical Library
State University, City

If references are required in articles or book reviews, it is preferable to place them in a bibliography at the end, rather than as footnotes. Any standard citation format is acceptable.

We would prefer that URLs be hyperlinked as clickable links; however, it is perfectly acceptable to spell them out in full so that they are recorded for posterity when an issue is printed.

Lists of books available for review are disseminated via our listserv. Book reviews should be submitted to our Book Review Editor, Patricia Gallagher, at patriciaegallagher@verizon.net. Book reviews usually run between 600-800 words.

--When quoting from the book, please include the page number(s) from which the quotation was taken, but usually it is better to paraphrase than quote large amounts of text verbatim.
--Use the ellipsis when omitting words or sentences in quoted material.
--When appropriate, note the author's qualification(s) for writing the book, or mention other books that the author has written on the same topic.
--Your opinion of the book, your view of the validity of the author's arguments, major errors or omissions or similarities to other books in the field, quality of writing and illustrations, and the book's usefulness, are more important than a summary of each chapter or section.

The citation for the review should be in this format:

Sharon M. Harris. *Dr. Mary Walker: An American Radical, 1832-1919*. New Brunswick, NJ: Rutgers University Press, 2009. 330 p. \$49.99 ISBN: 978-0-8135-4611-7

Our style sheet includes the following:

State names are spelled out in articles and book reviews; postal abbreviations are used in citations, brief reports, and announcements.

Professional degrees (MLS, PhD) and time (PM, AM) are written without periods. Frequently-used geographic abbreviations (United States, Los Angeles) are written with periods (U.S., L.A.); the Latin abbreviations e.g. and i.e. are written with periods.

The following are expressed as superscripts: 1st, 2nd, 3rd, Xth. Single-digit numbers should be spelled out except when appearing in tabulated format.

The first word after the colon is capitalized in *Watermark* article subtitles.

Two style guides that may be helpful to *Watermark* contributors are:

<http://debate.uvm.edu/dcpdf/mlacrib.pdf>

<http://web.mit.edu/comdor/editguide/>

Please note that exceptions will be made for contributors from outside the U.S., whose spelling and usage will be kept intact as much as possible.

All contributions are subject to editing.

Please contact *Watermark* editor Martha Stone, mstone@partners.org with any questions.

August, 2014