# TSAC Report Author's Guidelines

The purpose of the *Tactical Strength and Conditioning (TSAC)* Report is to disseminate peer-reviewed information specifically targeted to the training of the tactical athlete. The target demographics are tactical operators and military personnel who could make use of the types of services offered by certified NSCA Members. Many diverse populations are reached with the journals published by the NSCA. Readers want serious, in-depth strength and conditioning information specific to the tactical strength and conditioning athlete, accompanied by sample programs and tips on how to apply the information.

All author submissions must be original work and not published elsewhere. The *TSAC Report* is currently transitioning from exclusive, restricted Member content to a partial access format, providing some submissions as free content. As such, contributors to the *TSAC Report* are asked to provide their preference for their submissions to be presented as exclusive or free content. However, the NSCA reserves the right to designate appropriate access levels to all content based on the best interests of the *TSAC* program and *TSAC Report*.

All authors will be required to sign an Author's Agreement assigning copyright of the work to the NSCA prior to publishing. Each submission will undergo peer-review and a plagiarism check, and the Editor reserves the right to reject any submission. Authors will also be held responsible for acquiring the necessary permission to republish any material (e.g., tables, graphs, images, etc.) prior to publishing.

The style for the *TSAC Report* is informative and conversational. References can be minimal; however, statements or claims that require a reference should be referenced. Complete bibliographical information for any publications cited should be provided in the reference list. Technical terms should be explained in ordinary language. The subject matter is more technical than that found in most newsstand publications, but less technical than the NSCA's professional and research publications (the *Strength and Conditioning Journal* and the *Journal of Strength and Conditioning Research*).

Primary sources such as published studies and interviews with experts are recommended as the basis of research for all articles. Any information gleaned from secondary sources should be fact-checked by the author prior to submission of the article. Each article must contain information that the tactical athlete can use in a practical training format.

The NSCA asks that authors include bibliographical information on any publications cited and contact information for the people they interview for each article (including a phone number and address, and whenever possible, a fax number and/or email address). The NSCA requests that all interviews be taped, and that authors keep those tapes for at least one year after the date of publication.

## **Long Feature Articles**

Long feature articles run about 1,500 - 2,000 words in addition to a sample program showing readers how to apply the concepts discussed in the article. Authors should add value for readers by using charts, sidebars, case studies, illustrations, self-quizzes and other similar elements. Article extensions will be available upon request. Contact the NSCA Publications Department for consideration.

## **Short Articles/Columns**

Short articles/columns run approximately 750 - 1,000 words in length and may or may not include an additional sample program.

## **Production Schedule**

Cover	Number	Article	To Peer-	Back from	Due to	Due to Art	Publication
Date		Deadline	Review	Peer-Review	Editor for	Dept.	Date
					Final		
					Approval		
Jan	26	11/30/2012	12/3/2012	12/17/2012	12/21/2012	12/28/2012	1/7/2013
Mar	27	1/25/2013	1/28/2013	2/11/2013	2/15/2013	2/22/2013	3/4/2013
May	28	3/25/2013	4/1/2013	4/15/2013	4/19/2013	4/26/2013	5/6/2013
Jul	29	5/28/2013	6/3/2013	6/17/2013	6/21/2013	6/28/2013	7/8/2013
Sep	30	7/29/2013	8/5/2013	8/19/2013	8/23/2013	8/30/2013	9/9/2013
Nov	31	9/30/2013	10/7/2013	10/21/2013	10/25/2013	11/1/2013	11/11/2013

#### **Format**

All submissions would be "Word" documents. The font should be Garamond and size 12 through the entire document. Authors should eliminate all tabs and separate each paragraph with a blank line. There is a preferred page layout for *TSAC Report* submissions. The following layout values may be found in the "paragraph" section of Word documents: aligned left, no values for indentations, spacing values of 0pt for before and after, a line spacing value of "multiple" at "1.15."

Complete names and credentials of all authors should be listed at the top of the document below the title line. An author's bio should be provided at the time of article submission. Bios should range 75 – 125 words and provide readers with any professional background pertinent to the publication.

#### References

Each article should contain a reference list at the end of the document to cite any outside sources used to develop the article. It is important that references be sorted alphabetically by the first letter of the lead author's last name and that any in-text references correctly correspond to the numbered

references. Reference lists should be typeset parenthetically and numbers should be indented as shown below (numbers set at 0.25" and text set at 0.5"). Below are examples of common reference formats for certain types of reference sources.

When referencing a scientific/research journal:

1. Johnson, LS, White, K, and Smith, R. Leg injuries in sports. *Journal of Sports Medicine* 11(3): 14–25, 2009.

When referencing a published book:

2. Johnson, LS, and White, K. *Strength and power training for young athletes.* New York, NY: Broadway Books; 23–45, 2009.

When referencing author(s) of a chapter in a published book:

3. Holcomb, WR. Essentials of Strength Training and Conditioning (2<sup>nd</sup> ed.) Champaign, IL: Human Kinetics; 321–342, 2000.

When referencing a position statement published online:

4. Triplett, T, Williams, C, and McHenry, P. Strength and conditioning professional standards and guidelines. National Strength and Conditioning Association's Position Paper. Retrieved January 1, 2011, from, http://www.nsca-lift.org/Publications/SCStandards.pdf. 2009.

When referencing a singular research source published regularly (e.g., Hot Topics):

5. Faigenbaum, A. Youth resistance training. *Hot Topic Series*, National Strength and Conditioning Association. 2007.

Below is the basic format for referencing a journal:

Author, AA, Author, BB, and Author, CC. Title of article. *Title of Periodical* xx(x): xxx–xxx, year.

Below is the basic format for in-text referencing:

The study claimed that when 20g of protein was consumed, strength gains improved (2).

#### Illustrations and photographs

Authors are encouraged to submit photographs, charts, and figures that help to illustrate the article. All such material should be placed on separate sheets and sent as separate documents/images; images should never be embedded in manuscripts or word documents. Charts and illustrations must be of good technical quality and be prepared and submitted electronically. Photographs are encouraged, whether color or black and white. The art should be labeled with the article title, author's name, figure or table number, and photo credit (for photographs and artwork only) on a gummed label attached to the back of the artwork, if it is necessary to submit a physical copy. If orientation is unclear, please indicate which side is the top of the artwork on the back of the artwork. All photographs should demonstrate adequate health and safety procedures in the weight room or training environment (i.e., wearing shirts and shoes, removing hats, using safety collars on the bar). The focus of the photograph should not be on commercial products or the identity of the school or business. All images/tables must be labeled properly and any in-text references must reflect those labels as well.

# **Electronic Figures**

Do not send figures (photographs, charts, tables, graphics) embedded in the text. Figures must come as separate files with one of the following format extensions:

Windows	<u>Macintosh</u>
.bmp bitmap	.eps encapsulated postscript with a .pict
.wmf windows metafile	thumbnail
.tif tagged image file format	.gif graphics interchange format
.jpg joint photographic expert group	.jpeg joint photographic expert group
.gif graphics interchange format	.tiff tagged image file format
.eps encapsulated postscript with a .tif	
thumbnail	
jpg joint photographic expert group gif graphics interchange format .eps encapsulated postscript with a .tif	.jpeg joint photographic expert group

## **Article Submission**

Submit articles for consideration for the *TSAC Report* by email to the NSCA Senior Publications Coordinator, Matthew Sandstead, at <a href="matthew.sandstead@nsca.com">matthew.sandstead@nsca.com</a>.

The decision of the editor is final regarding acceptance/rejection of all manuscripts and the final formatting of all manuscripts.