

ACCP PRN Report News Briefs

Please keep the following in mind when submitting PRN News Briefs:

- List member accomplishments under the following headings, in this order:
 1. Promotions
 2. Awards
 3. Grants
 4. Publications
 5. Presentations
 6. New ACCP Fellows
 7. Other notable achievements
- Highlight member names in **bold**.
- Optional: you may include a brief introduction featuring general PRN news.
- Send News Briefs to Peter Burns (pburns@accp.com) as a Word doc.

Style guidelines for each category:

- Promotions: Include the member's name, new title, and institution.
- Awards: Include the member's name, award, and institution or body presenting the award.
- Grants: Include at a minimum the member's name and name of the grant. If available and relevant, also include name of institution, amount of grant, and role of member. If one person has multiple grants, list the person's name once with each grant listed below the name as a separate bullet item.
- Publications:
 - For each publication, use **bold** for the names of authors who are members of the PRN.
 - Arrange publications alphabetically by first **boldface** (member) name. Do not arrange the list by first author.
 - Do not repeat publications—if multiple PRN members are authors on the same publication, list the publication once, using boldface for each of their names.
 - Provide complete citation, with title of article/chapter, name of publication, year of publication, volume, and page range.
 - Accepted but unpublished articles: use “In press” instead of citation information.
 - Cite preprints with date of online publication followed by “[Epub ahead of print].”
 - Do not use URLs or DOIs in the citation.
- Presentations: Use this format:
 - Name(s). Title of presentation. Presented at: Name of meeting; month/year; city/state (or “virtual”).
- New ACCP Fellows: Simply list the members' names.
- Other notable achievements: Include the member's name and a brief explanation of the achievement. This category should be used only for items that do not fit in the categories above.

For examples, please see the PRN Report Archives: <https://www.accp.com/prns/reports.aspx>