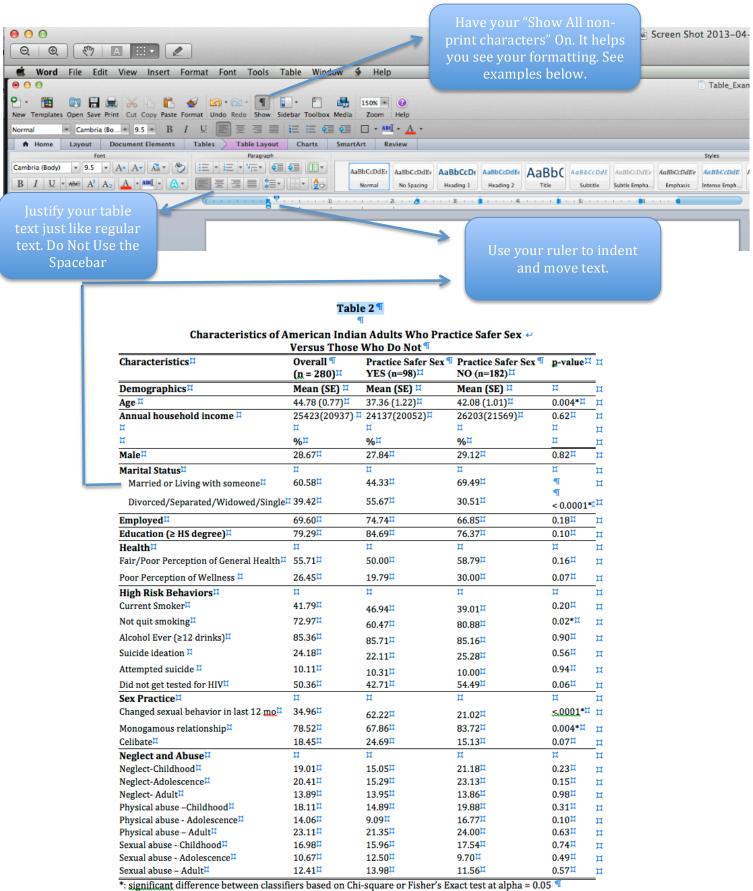
Tables | CJHP

Creating Tables for Publishing

Creating tables the right way is crucial when you are submitting your article. A badly created table can take hours to format. Please make sure before you submit your article that your tables follow these simple rules.

- 1. Keep them simple. Only necessary info should be displayed.
- 2. Create your tables using the table command in Microsoft Word. Depending the version you have it might look like "Tables→Insert" and it should prompt you to design your table. Think ahead of time how many rows and columns you will need. Please do not leave them there if you do not need them and change the color to white.
- 3. When formatting your text within the table use either center, left justify, or right justify. DO NOT USE the spacebar to justify your text. We have to go back and delete each space.
- 4. If you need to indent within the same cell use your ruler intent tabs to drag the text to the desired position.
- 5. Use only horizontal lines.



 $Table~4^{\,\P}$ Logistic Regression Comparing Persons Who Practiced Safer Sex Versus Those Who Did Not ¶

п	¶ Estimated β¤	¶ SE (est. β)¤	Estimated OR¤	95% CI ↔ (for OR)¤	p-value ^p	п
Covariates [□]	п	п	п	п	п	п
Age¤	-0.04¤	0.01¤	0.96¤	0.94 - 0.99¤	0.008*¤	п
Single/Divorced vs ← Married/Living w/ Someone Married/Living w/ Someone	0.75¤	0.34¤	2.12¤	1.10 - 4.08¤	0.03*¤	п
Changed Sexual Behavior vs	1.48¤	0.33¤	4.38¤	2.31 - 8.30	< 0.0001*3	п

^{*} Max-rescaled R-sg = 0.25 T

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^{*} Max-rescaled R-sq = 0.25 ¶

Here is the same table twice so you can see the difference between indenting using the spacebar (which is the case on the top table. You can see the dots by having the non-print characters on. The bottom table was indented using the ruler intent sliders. The difference between the two is that when we format your tables to fit the journal's guidelines, all the non-print characters will change the shape of your table. As a result it will either need to be recreated or spend hours to delete/correct non-print characters.

^{*} H-L chi-sq = 2.59 and associated p-value = 0.96 T

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