WOMEN'S STUDIES INTERNATIONAL FORUM

AUTHOR INFORMATION PACK

TABLE OF CONTENTS

- **Description** **p.1**
- **Audience** **p.1**
- **Impact Factor** **p.1**
- **Abstracting and Indexing** **p.2**
- **Editorial Board** **p.2**
- **Guide for Authors** **p.4**

ISSN: 0277-5395

DESCRIPTION

Women's Studies International Forum (formerly *Women's Studies International Quarterly*, established in 1978) is a bimonthly journal to aid the distribution and exchange of **feminist research** in the multidisciplinary, **international** area of **women's studies** and in feminist research in other disciplines. The policy of the journal is to establish a feminist forum for discussion and debate.

The journal seeks to critique and reconceptualize existing knowledge, to examine and re-evaluate the manner in which knowledge is produced and distributed, and to assess the implications this has for women's lives.

We seek contributions from people, individually or collectively, from different countries and different backgrounds, who are engaged in feminist research inside or outside formal educational institutions. We welcome a variety of approaches and resources through the whole range of disciplines: papers geared toward action-oriented research as well as those which address theoretical methodological issues; and we encourage historical reassessments of the lives and works of women. We urge all contributors both to acknowledge the cultural and social specifics of their particular approach, and to draw out these issues in their articles.

We also invite conference reports and announcements, calls for papers, notices of new publications and reports, contacts, etc., sent in by individuals or groups in the international feminist community.

AUDIENCE

Feminists, anthropologists, sociologists and educators

IMPACT FACTOR

2011: 0.455 © Thomson Reuters Journal Citation Reports 2012

ABSTRACTING AND INDEXING

ASSIA
Alt Press Ind
America: History and Life
Annotated Guide to Women's Periodicals in the United States and Canada
British Humanities Index
Current Contents/Social & Behavioral Sciences
Feminist Periodicals
Historical Abstracts
PsycINFO Psychological Abstracts
Research Alert
Scopus
Sociological Abstracts
Studies on Women Abstracts

EDITORIAL BOARD

Editor-in-Chief:

Kalwant Bhopal, Dept. of Education, University of Southampton, Highfield, Southampton, SO17 1BJ, UK**, Email:** K.Bhopal@soton.ac.uk

Associate Editor:

Cigdem Balim, Dept. of NELC, Indiana University, Goodbody Hall 102, Bloomington, IN 47405, USA**, Email:** cbalim@indiana.edu
Jane Carey, Monash Indigenous Centre, School of Journalism, Australian and Indigenous Studies, Monash University, Clayton, VIC, 3800, Australia**, Email:** jane.carey@monash.edu
Shirlena Huang, Dept. of Geography, National University of Singapore (NUS), AS2, #03-01, 1 Arts Link, Kent Ridge, 117570 Singapore, Singapore**, Email:** geoslena@nus.edu.sg
Afroditi Pina, Dept. of Psychology, University of Kent, Canterbury, Kent, CT2 7NP, UK**, Email:** a.pina@kent.ac.uk
Elizabeth Ribet, Center on Intersectionality and Social Policy, Columbia University School of Law, 435 W. 116th St., New York, NY 10027, USA**, Email:** beth.ribet@gmail.com
Celine Parrenas Shimizu, Dept. of Asian American Studies, University of California at Santa Barbara, 5044 Humanities and Social Science Building, Santa Barbara, CA 93106-4090, USA**, Email:** shimizu@asamst.ucsb.edu
Lavinia Stan, Dept. of Political Science, St. Francis Xavier University, PO Box 5000, Antigonish, B2G 2W5, Canada**, Email:** lstan@stfx.ca

Book Review Editor:

Carrie Paechter, Dept. of Educational Studies, Goldsmiths, University of London, New Cross, London, SE14 6NW, UK**, Email:** c.paechter@gold.ac.uk

Founding Editor:

D. Spender,

Advisory Editor:

C. Zmroczek,

Editorial Board:

Penny Burke, Roehampton University, London, UK
Rachel Calogero, University of Kent, Canterbury, Kent, England, UK
Madeleine Coy, London Metropolitan University, London, UK
Patricia Easteal, University of Canberra, Canberra, ACT, Australia
Kristen Ghodsee, Bowdoin College, Brunswick, ME, USA
Lorene Gottschalk, University of Ballarat, Ballarat, VIC, Australia
Pumla Dineo Gqola, University of the Witwatersrand, Johannesburg, South Africa
Susan Hawthorne, James Cook University, Townsville, QLD, Australia
Miranda Horvath, Middlesex University, Hendon, London, UK
Margaret Hunter, Mills College, Oakland, CA, USA
Sue Jackson, University of London, London, UK
Sheila Jeffreys, University of Melbourne, Victoria, NSW, Australia
Liz Kelly, University of North London, London, UK
Renate D Klein, Deakin University, Deakin, VIC, Australia
Cheris Kramarae, University of Oregon, Eugene, OR, USA
Pei-Chia Lan, National Taiwan University, Taipei, Taiwan, ROC

Carole Leathwood, London Metropolitan University, London, UK
Gayle Letherby, Plymouth University, Plymouth, UK
Pat Mahony, University of Surrey, London, UK
Sarojini Nadar, School of Psychology, Durban, South Africa
Caroline Norma,
Vasu Reddy, Human Sciences Research Council, Cape Town, South Africa
Denise Roman, University of California at Los Angeles (UCLA), Marina del Rey, CA, USA
Sasha Roseneil, Birkbeck College, University of London, London, UK
Zahia Smail Salhi, University of Leeds, Leeds, UK
Rachel Silvey, University of Toronto, Toronto, ON, Canada
Judith Smart, RMIT University, Melbourne, Australia
Caroline Taylor AM, Edith Cowan University, Joondalup, WA, Australia
Sylvia Walby, Lancaster University, Lancaster, England, UK
Elain Weiner, McGill University, Montreal, QC, Canada

GUIDE FOR AUTHORS

INTRODUCTION

Women's Studies International Forum (formerly *Women's Studies International Quarterly*, established in 1978) is a bimonthly journal to aid the distribution and exchange of feminist research in the multidisciplinary, international area of women's studies and in feminist research in other disciplines. The policy of the journal is to establish a feminist forum for discussion and debate.

The journal seeks to critique and reconceptualize existing knowledge, to examine and re-evaluate the manner in which knowledge is produced and distributed, and to assess the implications this has for women's lives.

Types of paper

We seek contributions from people, individually or collectively, from different countries and different backgrounds, who are engaged in feminist research inside or outside formal educational institutions. We welcome a variety of approaches and resources through the whole range of disciplines: papers geared toward action-oriented research as well as those which address theoretical methodological issues; and we encourage historical reassessments of the lives and works of women. We urge all contributors both to acknowledge the cultural and social specifics of their particular approach, and to draw out these issues in their articles.

We also invite conference reports and announcements, calls for papers, notices of new publications and reports, contacts, etc., sent in by individuals or groups in the international feminist community.

Submission details

The submission of manuscripts to *Women's Studies International Forum* proceeds online via the journal's online submission and tracking tool at http://ees.elsevier.com/wsif/. This site will guide authors stepwise through the submission process.
Authors are requested to submit the text, tables, and artwork in electronic form to this address. Authors who are unable to provide an electronic version or have other circumstances that prevent online submission must contact the Editor-in-Chief prior to submission to discuss alternative options; email: K.Bhopal@soton.ac.uk The Publisher and Editors regret that they cannot accept submissions which do not follow these procedures. No submission fee is required at this time.

Special Issues
Full instructions for special issue proposals and delivery of special issue articles can be found here.

Book Reviews
Requests to review and/or review copies of relevant books should be sent to the WSIF Book Reviews Editor, Professor Carrie Paechter at: Goldsmiths, University of London, Department of Educational Studies, New Cross, SE14 6NW, UK; email: c.paechter@gold.ac.uk. The journal does not normally accept unsolicited reviews.

BEFORE YOU BEGIN

Ethics in publishing

For information on Ethics in publishing and Ethical guidelines for journal publication see http://www.elsevier.com/publishingethics and http://www.elsevier.com/ethicalguidelines.

If you have ethical concerns on a paper, whether published or in review, please contact the editor in the first instance. The editor will then follow the COPE guidelines as explained here http://www.elsevier.com/wps/find/intro.cws_home/publishing.

Conflict of interest

All authors are requested to disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organizations within three years of beginning the submitted work that could inappropriately influence, or be perceived to influence, their work. See also http://www.elsevier.com/conflictsofinterest. Further information and an example of a Conflict of Interest form can be found at: http://elsevier6.custhelp.com/app/answers/detail/a_id/286/p/7923/.

Submission declaration

Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis or as an electronic preprint, see http://www.elsevier.com/postingpolicy), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere including electronically in the same form, in English or in any other language, without the written consent of the copyright-holder.

Changes to authorship

This policy concerns the addition, deletion, or rearrangement of author names in the authorship of accepted manuscripts:

Before the accepted manuscript is published in an online issue: Requests to add or remove an author, or to rearrange the author names, must be sent to the Journal Manager from the corresponding author of the accepted manuscript and must include: (a) the reason the name should be added or removed, or the author names rearranged and (b) written confirmation (e-mail, fax, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed. Requests that are not sent by the corresponding author will be forwarded by the Journal Manager to the corresponding author, who must follow the procedure as described above. Note that: (1) Journal Managers will inform the Journal Editors of any such requests and (2) publication of the accepted manuscript in an online issue is suspended until authorship has been agreed.

After the accepted manuscript is published in an online issue: Any requests to add, delete, or rearrange author names in an article published in an online issue will follow the same policies as noted above and result in a corrigendum.

Copyright

Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (for more information on this and copyright see http://www.elsevier.com/copyright). Acceptance of the agreement will ensure the widest possible dissemination of information. An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations (please consult http://www.elsevier.com/permissions). If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has preprinted forms for use by authors in these cases: please consult http://www.elsevier.com/permissions.

Retained author rights

As an author you (or your employer or institution) retain certain rights; for details you are referred to: http://www.elsevier.com/authorsrights.

Role of the funding source

You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated. Please see http://www.elsevier.com/funding.

Funding body agreements and policies

Elsevier has established agreements and developed policies to allow authors whose articles appear in journals published by Elsevier, to comply with potential manuscript archiving requirements as specified as conditions of their grant awards. To learn more about existing agreements and policies please visit http://www.elsevier.com/fundingbodies.

Open access

This journal offers authors a choice in publishing their research:

Open Access

- Articles are freely available to both subscribers and the wider public with permitted reuse
- An Open Access publication fee is payable by authors or their research funder

Subscription
• Articles are made available to subscribers as well as developing countries and patient groups through our access programs (http://www.elsevier.com/access)
• No Open Access publication fee

All articles published Open Access will be immediately and permanently free for everyone to read and download. Permitted reuse is defined by your choice of one of the following Creative Commons user licenses:
Creative Commons Attribution (CC-BY): lets others distribute and copy the article, to create extracts, abstracts, and other revised versions, adaptations or derivative works of or from an article (such as a translation), to include in a collective work (such as an anthology), to text or data mine the article, even for commercial purposes, as long as they credit the author(s), do not represent the author as endorsing their adaptation of the article, and do not modify the article in such a way as to damage the author's honor or reputation.
Creative Commons Attribution-NonCommercial-ShareAlike (CC-BY-NC-SA): for non-commercial purposes, lets others distribute and copy the article, to create extracts, abstracts and other revised versions, adaptations or derivative works of or from an article (such as a translation), to include in a collective work (such as an anthology), to text and data mine the article, as long as they credit the author(s), do not represent the author as endorsing their adaptation of the article, do not modify the article in such a way as to damage the author's honor or reputation, and license their new adaptations or creations under identical terms (CC-BY-NC-SA).
Creative Commons Attribution-NonCommercial-NoDerivs (CC-BY-NC-ND): for non-commercial purposes, lets others distribute and copy the article, and to include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.

To provide Open Access, this journal has a publication fee which needs to be met by the authors or their research funders for each article published Open Access.
Your publication choice will have no effect on the peer review process or acceptance of submitted articles.

The publication fee for this journal is **$1100**, excluding taxes. Learn more about Elsevier's pricing policy: http://www.elsevier.com/openaccesspricing.

Language (usage and editing services)
Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier's WebShop http://webshop.elsevier.com/languageediting/ or visit our customer support site http://support.elsevier.com for more information.

Submission
Submission to this journal proceeds totally online. Use the following guidelines to prepare your article. Via the journal's online submission and tracking tool at: http://ees.elsevier.com/wsif/ you will be guided stepwise through the creation and uploading of the various files. The system automatically converts source files to a single Adobe Acrobat PDF version of the article, which is used in the peer-review process. Please note that even though manuscript source files are converted to PDF at submission for the review process, these source files are needed for further processing after acceptance. All correspondence, including notification of the Editor's decision and requests for revision, takes place by e-mail and via the author's homepage, removing the need for a hard-copy paper trail.

Referees
Please submit, with the manuscript, the names, addresses and e-mail addresses of 3 potential referees. Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

Additional information
Please suggest **three** possible referees with relevant current research activity along with their full postal and email addresses. Please ensure that these referees are not from the authors' own institutions.

PREPARATION

Language Policy

Women's Studies International Forum is multidisciplinary, and unnecessary or mystifying jargon should be avoided. Authors should use non-sexist language. "Man," for example, is not acceptable as a generic term. For further guidelines please see the *Publication Manual of the American Psychological Association*, Fifth Edition, ISBN 1-55798-790-4, copies of which may be ordered from http://www.apa.org/books/4200061.html or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK.

Use of wordprocessing software

Authors should upload the source files of their articles in the preferred format of Microsoft (MS) Word, RTF, WordPerfect, or LaTeX for text and TIFF or EPS for figures. The system automatically converts source files to a single Adobe Acrobat PDF version of the article, which is used in the peer-review process. Please note that even though manuscript source files are converted to PDF at submission for the review process, these source files are needed for further processing after acceptance. Authors, reviewers, and editors send and receive all correspondence by e-mail.

Article structure

Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Results

Results should be clear and concise.

Discussion

This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.

Conclusions

The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

Essential title page information

• ***Title.*** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

• ***Author names and affiliations.*** Where the family name may be ambiguous (e.g., a double name), please indicate this clearly. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.

• ***Corresponding author.*** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. **Ensure that phone numbers (with country and area code) are provided in addition to the e-mail address and the complete postal address. Contact details must be kept up to date by the corresponding author.**

• ***Present/permanent address.*** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

Abstract
A concise and factual abstract is required (not exceeding 150 words). This should appear on a separate page following the title page. The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

Highlights
Highlights are mandatory for this journal. They consist of a short collection of bullet points that convey the core findings of the article and should be submitted in a separate file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point). See http://www.elsevier.com/highlights for examples.

Keywords
Immediately after the abstract, provide a maximum of 6 keywords, avoiding general and plural terms and multiple concepts (avoid, for example, "and", "of"). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Word limit
Submitted papers should be approximately 25-30 pages, double-spaced. The Editors are willing to be flexible on this, depending on the nature of the article.

Acknowledgements
Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

Notes
Notes which refer to the text should be used only when absolutely necessary. If notes are used, they should be numbered consecutively and typed on a separate sheet at the end of manuscript. They will appear in an Endnotes section following the article. Notes of acknowledgement and author identification are not numbered and should appear on the title page.

Artwork
Electronic artwork
General points
• Make sure you use uniform lettering and sizing of your original artwork.
• Embed the used fonts if the application provides that option.
• Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
• Number the illustrations according to their sequence in the text.
• Use a logical naming convention for your artwork files.
• Provide captions to illustrations separately.
• Size the illustrations close to the desired dimensions of the printed version.
• Submit each illustration as a separate file.
A detailed guide on electronic artwork is available on our website:
http://www.elsevier.com/artworkinstructions
You are urged to visit this site; some excerpts from the detailed information are given here.
Formats
If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format.
Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):
EPS (or PDF): Vector drawings, embed all used fonts.
TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

Please do not:
• Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
• Supply files that are too low in resolution;
• Submit graphics that are disproportionately large for the content.

Color artwork
Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF), or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color on the Web (e.g., ScienceDirect and other sites) regardless of whether or not these illustrations are reproduced in color in the printed version. **For color reproduction in print, you will receive information regarding the costs from Elsevier after receipt of your accepted article.** Please indicate your preference for color: in print or on the Web only. For further information on the preparation of electronic artwork, please see http://www.elsevier.com/artworkinstructions.
Please note: Because of technical complications which can arise by converting color figures to 'gray scale' (for the printed version should you not opt for color in print) please submit in addition usable black and white versions of all the color illustrations.

Figure captions
Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Tables
Number tables consecutively in accordance with their appearance in the text. Place footnotes to tables below the table body and indicate them with superscript lowercase letters. Avoid vertical rules. Be sparing in the use of tables and ensure that the data presented in tables do not duplicate results described elsewhere in the article.

References
Citation in text
Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either 'Unpublished results' or 'Personal communication'. Citation of a reference as 'in press' implies that the item has been accepted for publication.

Web references
As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.

References in a special issue
Please ensure that the words 'this issue' are added to any references in the list (and any citations in the text) to other articles in the same Special Issue.

Style and Reference Examples
Citations in the text should follow the referencing style used by the American Psychological Association. You are referred to the Publication Manual of the American Psychological Association, Fifth Edition, ISBN 1-55798-790-4, copies of which may be ordered from http://www.apa.org/books/4200061.html or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK. Details concerning this referencing style can also be found at http://linguistics.byu.edu/faculty/henrichsenl/apa/apa01.html

The reference section must be double-spaced, all works cited in the text must be listed and no references may be added for works not cited in the text. Use first names of authors in the reference list. Avoid abbreviations of journal titles and incomplete information.

Examples of style:

(a) Text
". . . comes to this conclusion (Daly, 1973) in her analysis of . . . " (for specific reference supply page numbers).

(b) In references:

For a book:

Daly, Mary (1973). *Beyond god the father: Toward a philosophy of women's liberation.* Boston: Beacon.

For an article in a book:

Callaway, Helen (1981). Women's perspectives: Research as a re-revision. In Peter Reason & John Rowan (Eds.), *Human inquiry* (pp. 457-472). New York: John Wiley.

For a journal article:

Hesse-Biber, Sharlene, Leavy, Patricia, Quinn, Courtney E., & Zoino, Julia (2006). The mass marketing of disordered eating and Eating Disorders: the social psychology of women, thinness and culture. *Women's Studies International Forum, 29* (2), 208-224.

Video data

Elsevier accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. In order to ensure that your video or animation material is directly usable, please provide the files in one of our recommended file formats with a preferred maximum size of 50 MB. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including ScienceDirect: http://www.sciencedirect.com. Please supply 'stills' with your files: you can choose any frame from the video or animation or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our video instruction pages at http://www.elsevier.com/artworkinstructions. Note: since video and animation cannot be embedded in the print version of the journal, please provide text for both the electronic and the print version for the portions of the article that refer to this content.

Supplementary data

Elsevier accepts electronic supplementary material to support and enhance your scientific research. Supplementary files offer the author additional possibilities to publish supporting applications, high-resolution images, background datasets, sound clips and more. Supplementary files supplied will be published online alongside the electronic version of your article in Elsevier Web products, including ScienceDirect: http://www.sciencedirect.com. In order to ensure that your submitted material is directly usable, please provide the data in one of our recommended file formats. Authors should submit the material in electronic format together with the article and supply a concise and descriptive caption for each file. For more detailed instructions please visit our artwork instruction pages at http://www.elsevier.com/artworkinstructions.

Submission checklist

The following list will be useful during the final checking of an article prior to sending it to the journal for review. Please consult this Guide for Authors for further details of any item.

Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:
- E-mail address
- Full postal address
- Phone numbers

All necessary files have been uploaded, and contain:
- Keywords
- All figure captions

• All tables (including title, description, footnotes)
Further considerations
• Manuscript has been 'spell-checked' and 'grammar-checked'
• References are in the correct format for this journal
• All references mentioned in the Reference list are cited in the text, and vice versa
• Permission has been obtained for use of copyrighted material from other sources (including the Web)
• Color figures are clearly marked as being intended for color reproduction on the Web (free of charge) and in print, or to be reproduced in color on the Web (free of charge) and in black-and-white in print
• If only color on the Web is required, black-and-white versions of the figures are also supplied for printing purposes
For any further information please visit our customer support site at http://support.elsevier.com.

AFTER ACCEPTANCE

Use of the Digital Object Identifier

The Digital Object Identifier (DOI) may be used to cite and link to electronic documents. The DOI consists of a unique alpha-numeric character string which is assigned to a document by the publisher upon the initial electronic publication. The assigned DOI never changes. Therefore, it is an ideal medium for citing a document, particularly 'Articles in press' because they have not yet received their full bibliographic information. Example of a correctly given DOI (in URL format; here an article in the journal *Physics Letters B*):
http://dx.doi.org/10.1016/j.physletb.2010.09.059
When you use a DOI to create links to documents on the web, the DOIs are guaranteed never to change.

Proofs

One set of page proofs (as PDF files) will be sent by e-mail to the corresponding author (if we do not have an e-mail address then paper proofs will be sent by post) or, a link will be provided in the e-mail so that authors can download the files themselves. Elsevier now provides authors with PDF proofs which can be annotated; for this you will need to download Adobe Reader version 7 (or higher) available free from http://get.adobe.com/reader. Instructions on how to annotate PDF files will accompany the proofs (also given online). The exact system requirements are given at the Adobe site: http://www.adobe.com/products/reader/tech-specs.html.
If you do not wish to use the PDF annotations function, you may list the corrections (including replies to the Query Form) and return them to Elsevier in an e-mail. Please list your corrections quoting line number. If, for any reason, this is not possible, then mark the corrections and any other comments (including replies to the Query Form) on a printout of your proof and return by fax, or scan the pages and e-mail, or by post. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. We will do everything possible to get your article published quickly and accurately – please let us have all your corrections within 48 hours. It is important to ensure that all corrections are sent back to us in one communication: please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility. Note that Elsevier may proceed with the publication of your article if no response is received.

Offprints

The corresponding author, at no cost, will be provided with a PDF file of the article via e-mail (the PDF file is a watermarked version of the published article and includes a cover sheet with the journal cover image and a disclaimer outlining the terms and conditions of use). For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier's WebShop (http://webshop.elsevier.com/myarticleservices/offprints). Authors requiring printed copies of multiple articles may use Elsevier WebShop's 'Create Your Own Book' service to collate multiple articles within a single cover (http://webshop.elsevier.com/myarticleservices/offprints/myarticlesservices/booklets).

AUTHOR INQUIRIES

For inquiries relating to the submission of articles (including electronic submission) please visit this journal's homepage. For detailed instructions on the preparation of electronic artwork, please visit http://www.elsevier.com/artworkinstructions. Contact details for questions arising after acceptance of an article, especially those relating to proofs, will be provided by the publisher.

You can track accepted articles at http://www.elsevier.com/trackarticle. You can also check our Author FAQs at http://www.elsevier.com/authorFAQ and/or contact Customer Support via http://support.elsevier.com.

© Copyright 2012 Elsevier | http://www.elsevier.com