DESIGN STUDIES

The International Journal for Design Research in Engineering, Architecture, Products and Systems

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.3**

ISSN: 0142-694X

DESCRIPTION

Design Studies is the only peer reviewed journal to approach the understanding of **design processes** from comparisons across all domains of application, including engineering and product design, architectural and urban design, computer artefacts and systems design. It therefore provides a unique forum for the analysis, development and discussion of fundamental aspects of **design** activity, from cognition and methodology to values and philosophy. The journal publishes new research and scholarship concerned with the process of designing, and in **principles**, **procedures** and **techniques** relevant to the practice and pedagogy of design.

As design increases in complexity and in its social, cultural and economic importance, it is vital for researchers, educators and practising designers to stay abreast of the latest research and new ideas in this rapidly growing field; with its interdisciplinary coverage, *Design Studies* meets these needs with maximum effect.

Benefits to authors
We also provide many author benefits, such as free PDFs, a liberal copyright policy, special discounts on Elsevier publications and much more. Please click here for more information on our author services.

Please see our Guide for Authors for information on article submission. If you require any further information or help, please visit our support pages: http://support.elsevier.com

Design Studies is a peer reviewed journal published in cooperation with the Design Research Society. To see the peer review policy of Design Studies please visit http://cdn.elsevier.com/promis_misc/JDST_Peer_Review_Policy.pdf

AUDIENCE

Designers, design researchers and theorists, design educators, managers of design, design students.

IMPACT FACTOR

2011: 0.969 © Thomson Reuters Journal Citation Reports 2012

ABSTRACTING AND INDEXING

Current Contents/Engineering, Computing & Technology
Ergonomics Abstracts
European Reference Index for the Humanities (ERIH)
INSPEC Computer and Control Abstracts
Journal of Product Innovation Management
Science Citation Index Expanded
Scopus

EDITORIAL BOARD

Editor-in-Chief

N. Cross, Dept. of Design, Fac. of Mathematics, Computing & Technology, Open University, Milton Keynes, UK**,**
Email: n.g.cross@open.ac.uk

Associate Editors

P. Lloyd, The Open University, Milton Keynes, England, UK
R. Oxman, Technion - Israel Institute of Technology, Haifa, Israel
N. Roozenburg, Delft University of Technology, Delft, Netherlands
J. Cagan, Carnegie Mellon University, Pittsburgh, PA, USA

Editorial Board

Ö. Akin, Carnegie Mellon University, Pittsburgh, PA, USA
C. Atman, University of Washington, Seattle, WA, USA
P. Badke-Schaub, Delft University of Technology, Delft, Netherlands
L. Ball, University of Central Lancashire, Preston, UK
T. Bhamra, Loughborough University, England, UK
N. Crilly, University of Cambridge, Cambridge, England, UK
A. Dong, University of Sydney, Sydney, NSW, Australia
K. Dorst, University of Technology Sydney, Broadway, NSW, Australia
D. Durling, Hinstock, Market Drayton, UK
S. D. Eppinger, Massachusetts Institute of Technology (MIT), Cambridge, MA, USA
K. Friedman, Swinburne University of Technology, Victoria, Australia
P. Galle, The Royal Danish Academy of Fine Arts, Copenhagen, Denmark
S.-W. Hsiao, National Cheng Kung University, Tainan, Taiwan, ROC
L. Justice, Rochester Institute of Technology, Rochester, NY, USA
T. Kvan, University of Melbourne, Victoria, Australia
J. Z. Langrish, Moor, Stockport, UK
B. Lawson, University of Sheffield, Sheffield, England, UK
K.-P. Lee, Korea Advanced Institute of Science and Technology (KAIST), Yuseong-Gu, Daejeon, South Korea
L. Leifer, Stanford University, Stanford, CA, USA
U. Lindemann, Technische Universität München, Garching, Germany
R. Luck, University of Reading, Reading, UK
P. Rodgers, Northumbria University, Newcastle Upon Tyne, UK
S. Roworth-Stokes, University for the Creative Arts,
C. Rust, Sheffield Hallam University, Sheffield, UK
K. Sato, Illinois Institute of Technology, Chicago, IL, USA
W. P. Seering, Massachusetts Institute of Technology (MIT), Cambridge, MA, USA
E. Stolterman, Indiana University, Bloomington, IN, USA
M. Tovey, Coventry University, Coventry, UK
D. Ullman, Design & Decision Support, Corvallis, OR, USA

GUIDE FOR AUTHORS

Types of Contribution

Original research and schloarly papers reporting studies concerned with the process of designing in all its many fields, or furthering the development and application of new knowledge relating to design process. Papers should be written to be intelligible and pertinent to a wide range of readership across different design domains.

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.

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 **$3100**, 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 homepage of this journal (http://www.ees.elsevier.com/destud) 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.

Submissions to this journal should normally be within the range 3000-6000 words plus illustrations.

Peer Review Policy:

All articles submitted to Design Studies are subject to peer review. For more information about how the process is conducted for this journal, please take a look at the peer review policy statement here. Submitted papers may be accepted without changes or subject to amendment and re-refereeing before publication. Papers may be rejected on the grounds of relevance or content.

PREPARATION

Language

Please write your text in good English (British usage is preferred, and American is accepted, but not a mixture of these). Use decimal points (not decimal commas); use a space for thousands (10 000 and above).

Subdivision

The main text must start with an introductory section which is neither titled nor numbered, and followed by further sections which are titled and numbered from 1, and subtitled and numbered from 1.1, etc. Consult a recent issue of the journal to become familiar with style, layout and conventions

Essential Title Page Information

Title. Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae.
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 their names, separating the name(s) plus affiliation(s) where necessary. Provide the full postal address of each affiliation, including the country name.
Corresponding author. Clearly indicate who is willing to handle correspondence at all stages of refereeing and publication, also post-publication. **Ensure that telephone and fax numbers (with country and area code) are provided in addition to the e-mail address and the complete postal address.**
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 and Keywords. Include the abstract and keywords on the title page with authors' names.

Abstract

A self contained abstract (up to 120 words), outlining in a single paragraph the aims, scope and conclusions of the paper must be supplied.

Graphical abstract

A Graphical abstract is optional and should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership online. Authors must provide images that clearly represent the work described in the article. Graphical abstracts should be submitted as a separate file in the online submission system. Image size: Please provide an image with a minimum

of 531 × 1328 pixels (h × w) or proportionally more. The image should be readable at a size of 5 × 13 cm using a regular screen resolution of 96 dpi. Preferred file types: TIFF, EPS, PDF or MS Office files. See http://www.elsevier.com/graphicalabstracts for examples.
Authors can make use of Elsevier's Illustration and Enhancement service to ensure the best presentation of their images also in accordance with all technical requirements: Illustration Service.

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

Choose up to 5 keywords for your paper selected from the journal's set list, available here.. You may include one keyword of your own choice not on the list.

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other quantities are mentioned, give their equivalent in SI.

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.

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

Reference management software
This journal has standard templates available in key reference management packages EndNote (http://www.endnote.com/support/enstyles.asp) and Reference Manager (http://refman.com/support/rmstyles.asp). Using plug-ins to wordprocessing packages, authors only need to select the appropriate journal template when preparing their article and the list of references and citations to these will be formatted according to the journal style which is described below.

Reference style

Text: Indicate references within the text using the author/date referencing style recommended by the American Psychological Association (see below), e.g. where author's name appears within the text, "As Thomas and Carroll (1979: p 7) suggest ", or all in parentheses where authors' names are not cited specifically in text, e.g. "As some authors suggest (Jones, 1984; Cross, 2006) ". Be specific: do not give long lists of vaguely relevant sources. Where directly quoting from a source, or referring to a specific topic within a source, give the page number(s). List all references at the end of the text, following the citation style recommended by the American Psychological Association. You are referred to the Publication Manual of the American Psychological Association, Sixth Edition, ISBN 1-4388-0559-6, copies of which may be ordered from http://books.apa.org/books.cfm?id=4200067 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. Avoid the use of footnotes; where really unavoidable, collect together in a Notes section at the end of the manuscript, before the list of References.

List: references should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters "a", "b", "c", etc., placed after the year of publication.

Examples:

Reference to a journal publication:

Thomas, J. C., & Carroll, J. M. (1979). The psychological study of design. *Design Studies* 1, 5-11.

Reference to a book:

Cross, N. (2006). *Designerly Ways of Knowing*. London: Springer.

Reference to a chapter in an edited book: Jones, J. C. (1984). A method of systematic design. In N. Cross (Ed.), *Developments in Design Methodology* (pp. 9-31). Chichester: John Wiley & Sons.

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

It is hoped that this list will be useful during the final checking of an article prior to sending it to the journal's Editor for review. Please consult this Guide for Authors for further details of any item. Ensure that the following items are present:

• One Author designated as corresponding Author: • E-mail address
• Full postal address
• Telephone and fax numbers

All necessary files have been uploaded:

• Abstract
• Keywords
• Title page with authors' names
• Manuscript without authors' names
• All figures and captions
• All tables (including title, description, footnotes)

Further considerations:

• Manuscript has been "spellchecked" 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://epsupport.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