ASSESSING WRITING
An International Journal

TABLE OF CONTENTS

- Description p.1
- Audience p.1
- Impact Factor p.2
- Abstracting and Indexing p.2
- Editorial Board p.2
- Guide for Authors p.3

DESCRIPTION

Assessing Writing is a refereed international journal providing a forum for ideas, research and practice on the assessment of written language. Assessing Writing publishes articles, book reviews, conference reports, and academic exchanges concerning writing assessments of all kinds, including traditional ('direct' and standardised forms of) testing of writing, alternative performance assessments (such as portfolios), workplace sampling and classroom assessment. The journal focuses on all stages of the writing assessment process, including needs evaluation, assessment creation, implementation, and validation, and test development; it aims to value all perspectives on writing assessment as process, product and politics (test takers and raters; test developers and agencies; educational administrations; and political motivations). The journal is interested in review essays of key issues in the theory and practice of writing assessment.

Assessing Writing embraces internationalism and will attempt to reflect the concerns of teachers, researchers and writing assessment specialists around the world, whatever their linguistic background. Articles are published in English and normally relate to the assessment of English language writing, but articles in English about the assessment of writing in languages other than English will be considered. While Assessing Writing frequently publishes articles about the assessment of writing in the fields of composition, writing across the curriculum, and TESOL (the teaching of English to speakers of other languages), it welcomes articles about the assessment of writing in professional and academic areas outside these fields.

The scope of the journal is wide, and embraces all work in the field at all age levels, in large-scale (international, national and state) as well as classroom, educational and non-educational institutional contexts, writing and programme evaluation, writing and critical literacy, and the role of technology in the assessment of writing. Through this scholarly exchange, Assessing Writing contributes to the development of excellence in the assessment of writing in all contexts, and, in so doing, to the teaching and appreciation of writing.

AUDIENCE

Educators, administrators, researchers, and all writing assessment professionals
IMPACT FACTOR

2018: 1.841 © Clarivate Analytics Journal Citation Reports 2019

ABSTRACTING AND INDEXING

Contents Pages in Education
MLA International Bibliography
Linguistics and Language Behavior Abstracts
ERA (Educational Research Abstracts Online)
ERIC
Education Technology Abstracts
Research into Higher Education Abstracts
Sociology of Education Abstracts
Technical Education & Training Abstracts
Scopus
Linguistics Abstracts Online
Education Research Index
Social Sciences Citation Index

EDITORIAL BOARD

Co Editors-in-Chief
Martin East, The University of Auckland, 1142, Auckland, New Zealand
David Slomp, University of Lethbridge Faculty of Education, Lethbridge, Alberta, Canada

Book Review Editor
Jing Wei, MetaMetrics Inc

Section Editor: Tools and Technology
Laura Aull, University of Michigan, Ann Arbor, Michigan, United States

Emeritus Editor
Liz Hamp-Lyons, University of Bedfordshire, Luton, United Kingdom

Editorial Board
Beverly A. Baker, University of Ottawa, Ottawa, Ontario, Canada
Khaled Barkoui, York University, Toronto, Ontario, Canada
Mark Chapman, University of Wisconsin System, Madison, Wisconsin, United States
Sarah Cushing Weigle, Georgia State University, Atlanta, Georgia, United States
Thomas Eckes, Ruhr University Bochum, Bochum, Germany
Norbert Elliot, University of South Florida, Tampa, Florida, United States
Janna Fox, School of Linguistics and Applied Language Studies, Language Assessment and Testing Research Unit, Ottawa, Canada
A. Gebril, The American University in Cairo, New Cairo, Egypt
Kristen di Gennaro, Pace University, New York, New York, United States
Anthony Green, University of Bedfordshire, Luton, United Kingdom
Susanmarie Harrington, University of Vermont
Claudia Harsch, University of Bremen, Bremen, Germany
Richard Haswell, Texas A&M University Department of English, Del Norte, Texas, United States
Alan Hirvela, OHIO STATE UNIVERSITY, Columbus, Ohio, United States
Asao Inoue, Arizona State University, Tempe, Arizona, United States
Jill Jeffery, Leiden University, Leiden, Netherlands
Ute Knoch, The University of Melbourne Language Testing Research Centre, Melbourne, Victoria, Australia
Ricky Lam, Hong Kong Baptist University, Kowloon, Hong Kong
Icy Lee, Chinese University of Hong Kong Department of Curriculum and Instruction, New Territories, Hong Kong
Gad S. Lim, Cambridge Michigan Language Assessments, Ann Arbor, Michigan, United States
Judy M. Parr, The University of Auckland, Auckland, New Zealand
Lia Plakans, The University of Iowa, Iowa City, Iowa, United States
Mya Poe, Northeastern University, Boston, Massachusetts, United States
Edward White, University of Arizona, Tucson, Arizona, United States
Guoxing Yu, University of Bristol, Bristol, United Kingdom
Bonnie Zhang Wen-xia, Tsinghua University, Beijing, China
GUIDE FOR AUTHORS

INTRODUCTION

Assessing Writing is a refereed international journal providing a forum for ideas, research and practice on the assessment of written language. Assessing Writing publishes articles, book reviews, conference reports, and academic exchanges concerning writing assessments of all kinds, including traditional ('direct' and standardised forms of) testing writing, alternative performance assessments (such as portfolios), workplace sampling and classroom assessment. The journal focuses on all stages of the writing assessment process, including needs evaluation, assessment creation, implementation, and validation, and test development; it aims to value all perspectives on writing assessment as process, product and politics (test takers and raters; test developers and agencies; educational administrations; and political motivations). The journal is interested in review essays of key issues in the theory and practice of writing assessment.

Assessing Writing embraces internationalism and will attempt to reflect the concerns of teachers, researchers and writing assessment specialists around the world, whatever their linguistic background. Articles are published in English and normally relate to the assessment of English language writing, but articles in English about the assessment of writing in languages other than English will be considered. While Assessing Writing frequently publishes articles about the assessment of writing in the fields of composition, writing across the curriculum, and TESOL (the teaching of English to speakers of other languages), it welcomes articles about the assessment of writing in professional and academic areas outside these fields.

The scope of the journal is wide, and embraces all work in the field at all age levels, in large-scale (international, national and state) as well as classroom, educational and non-educational institutional contexts, writing and programme evaluation, writing and critical literacy, and the role of technology in the assessment of writing. Through this scholarly exchange, Assessing Writing contributes to the development of excellence in the assessment of writing in all contexts, and, in so doing, to the teaching and appreciation of writing.

Book Reviews

Books for review should be sent to the Book Reviews Editor: Deborah Crusan, c/o Christopher Tancock, Social Science Journals, Elsevier Ltd., The Boulevard, Langford Lane, Kidlington, Oxford, OX5 1GB, United Kingdom. Those with unsolicited reviews or suggestions for books to review should contact the Book Review Editor at: deborah.crusan@wright.edu

IRIS Database

ASW encourages authors to consider uploading their data collection materials to the IRIS database. IRIS is an online repository for data collection materials used for second language research. This includes data elicitation instruments such as interview and observation schedules, language tests and stimuli, pictures, questionnaires, software scripts, url links, word lists, teaching intervention activities, amongst many other types of materials used to elicit data. Please see http://www.iris-database.org for more information and to upload. Any questions, or the materials themselves, may be sent to iris@iris-database.org. When your article has been formally accepted for publication, your instrument(s) can be uploaded to the IRIS database with an 'in press' reference. The IRIS team will add page numbers to the reference once they are available.

Contact details for submission

Authors are requested to submit their papers electronically by using the Assessing Writing online submission and review web site (https://www.evise.com/profile/api/navigate/ASW). 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 are requested to contact the Editors prior to submission to discuss alternative options; email: david.slomp@uleth.ca. The Publisher and Editors regret that they are not able to consider submissions that do not follow these procedures.

Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

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

All necessary files have been uploaded:

**Manuscript:**
- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

**Graphical Abstracts / Highlights files** (where applicable)

**Supplemental files** (where applicable)

Further considerations
- Manuscript has been 'spell checked' and 'grammar checked'
- 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 Internet)
- A competing interests statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

For further information, visit our [Support Center](https://www.elsevier.com/locate/asw).

**BEFORE YOU BEGIN**

**Ethics in publishing**
Please see our information pages on [Ethics in publishing](https://www.elsevier.com/locate/asw) and [Ethical guidelines for journal publication](https://www.elsevier.com/locate/asw).

**Declaration of interest**
All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. [More information](https://www.elsevier.com/locate/asw).

**Submission declaration**
An article submitted for review should not exceed 8,500 words (excluding tables), should not have been published previously (except as an abstract or part of a published lecture or academic thesis) and should not be under consideration for publication elsewhere. All contributors to the work and the responsible authorities where the work was carried out, must agree to the submission of the article for review and that, if accepted, it will not be published elsewhere in the same form without the written consent of the Publisher.

**Use of inclusive language**
Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess').
Author contributions
For transparency, we encourage authors to submit an author statement file outlining their individual contributions to the paper using the relevant CRediT roles: Conceptualization; Data curation; Formal analysis; Funding acquisition; Investigation; Methodology; Project administration; Resources; Software; Supervision; Validation; Visualization; Roles/Writing - original draft; Writing - review & editing. Authorship statements should be formatted with the names of authors first and CRediT role(s) following. More details and an example

Changes to authorship
Authors are expected to consider carefully the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the corresponding author: (a) the reason for the change in author list and (b) written confirmation (e-mail, 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. Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

Article transfer service
This journal is part of our Article Transfer Service. This means that if the Editor feels your article is more suitable in one of our other participating journals, then you may be asked to consider transferring the article to one of those. If you agree, your article will be transferred automatically on your behalf with no need to reformat. Please note that your article will be reviewed again by the new journal. More information.

Copyright
Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see more information on this). 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. 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.

For gold open access articles: Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' (more information). Permitted third party reuse of gold open access articles is determined by the author's choice of user license.

Author rights
As an author you (or your employer or institution) have certain rights to reuse your work. More information.

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.

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.

Open access
Please visit our Open Access page for more information.
**Elsevier Researcher Academy**

**Researcher Academy** is a free e-learning platform designed to support early and mid-career researchers throughout their research journey. The "Learn" environment at Researcher Academy offers several interactive modules, webinars, downloadable guides and resources to guide you through the process of writing for research and going through peer review. Feel free to use these free resources to improve your submission and navigate the publication process with ease.

**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 Author Services.

**Submission**
Submission to this journal proceeds totally online and you will be guided stepwise through the creation and uploading of your files. The system automatically converts source files to a single PDF file of the article, which is used in the peer-review process. Please note that even though manuscript source files are converted to PDF files 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 removing the need for a paper trail.

**Review Policy**

As *Assessing Writing* has adopted a double blind reviewing policy, please remove all identifying features from the paper itself by ensuring that no author's name appears in the main text, in-text citations, reference list, or any running header. Papers that have not had all such features removed will be returned without review to the author for alteration.

**PREPARATION**

Please write your text in good English (American or British usage is fine, but not a mixture). Italics should not be used for Latin expressions, for example, in vivo, et al., per se. Article submissions should not normally exceed 8,500 words excluding tables.

**Peer review**

This journal operates a double blind review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final. More information on types of peer review.

**Double-blind review**

This journal uses double-blind review, which means the identities of the authors are concealed from the reviewers, and vice versa. More information is available on our website. To facilitate this, please include the following separately:

**Title page (with author details):** This should include the title, authors' names, affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.

**Blinded manuscript (no author details):** The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

**Use of wordprocessing software**
We accept most wordprocessing formats, but Word is preferred. Please submit your file in this format and not as a PDF. The text of the article should be in single-column format with the layout kept as simple as possible. There is no need to format the text as this will be undertaken in processing the article. For example, please do not justify text. However, do use bold, italics, subscripts, superscripts, etc. For more information on the preferred way to prepare your text for submission please visit: https://www.elsevier.com/authors/journal-authors/submit-your-paper.

**Article structure**
Please look at a recent issue of *Assessing Writing* to identify the usual structure of articles. A free sample copy of the journal is available at: https://www.elsevier.com/locate/asw.
Subdivision - numbered sections
Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

Material and methods
Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Appendices
If there is more than one appendix, they should be identified as A, B, etc.

Acknowledgements
Place acknowledgements, including information on grants received, before the references, in a separate section, and not as a footnote on the title page.

Footnotes
Should be used as little as possible. Number them consecutively using superscript Arabic numbers.

Essential title page information
Provide the following data on the title page (in the order given):

**Title.** This should be kept concise and informative as titles are often used in information-retrieval systems.

**Author names and affiliations.** Provide present affiliation addresses (where the actual work was done) below the names of each of the authors. Indicate all affiliations with a lower-case superscript letter immediately after the author's name and in front of the appropriate address. Also please provide the full postal address of each affiliation, including the country name and the e-mail address of each author.

**Corresponding author.** Clearly indicate who is willing to handle correspondence at all stages of refereeing and publication. It is very important that the telephone number (with country and area code) is provided in addition to the e-mail address and the complete postal address for the corresponding author.

**Present/permanent address.** If an author has moved since the work 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.

**Abstract.** A concise abstract is required (of between 100-200 words) stating the purpose of the research, the principal results and major conclusions. An abstract is often read separately from the article, so it must be able to stand alone.

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

**Abbreviations.** Define abbreviations that are not standard at their first occurrence in the article.

**Vitae.** Include a short (maximum 50 words) biography of each author.

**Highlights**
Highlights are mandatory for this journal as they help increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the examples here: [example Highlights](#).

Highlights should be submitted in a separate editable 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).

**Graphical abstract**
Although a graphical abstract is optional, its use is encouraged as it draws more attention to the online article. The graphical abstract should summarize the contents of the article in a concise, pictorial form designed to capture the attention of a wide readership. 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. You can view Example Graphical Abstracts on our information site. Authors can make use of Elsevier’s Illustration Services to ensure the best presentation of their images and in accordance with all technical requirements.

**Keywords**
Keywords are mandatory. The authors have to include a minimum of 1 keyword and a maximum of 6 keywords for their manuscripts.

**Formatting of funding sources**
List funding sources in this standard way to facilitate compliance to funder’s requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

**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 published version.
- Submit each illustration as a separate file.
- Ensure that color images are accessible to all, including those with impaired color vision.

A detailed guide on electronic artwork is available. **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 online (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 online only. **Further information on the preparation of electronic artwork.**

**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**

All tables must be submitted separately from the main article. 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.

**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.

**Data references**

This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

**Reference management software**

Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support Citation Style Language styles, such as Mendeley. Using citation plug-ins from these products, authors only need to select the appropriate journal template when preparing their article, after which citations and bibliographies will be automatically formatted in the journal's style. If no template is yet available for this journal, please follow the format of the sample references and citations as shown in this Guide. If you use reference management software, please ensure that you remove all field codes before submitting the electronic manuscript. **More information on how to remove field codes from different reference management software.**

Users of Mendeley Desktop can easily install the reference style for this journal by clicking the following link:

http://open.mendeley.com/use-citation-style/assessing-writing

When preparing your manuscript, you will then be able to select this style using the Mendeley plug-ins for Microsoft Word or LibreOffice.

**Reference formatting**

There are no strict requirements on reference formatting at submission. References can be in any style or format as long as the style is consistent. Where applicable, author(s) name(s), journal title/book title, chapter title/article title, year of publication, volume number/book chapter and the article number or pagination must be present. Use of DOI is highly encouraged. The reference style used by
the journal will be applied to the accepted article by Elsevier at the proof stage. Note that missing data will be highlighted at proof stage for the author to correct. If you do wish to format the references yourself they should be arranged according to the following examples:

Reference style

Text: 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, Sixth Edition, ISBN 978-1-4338-0561-5, copies of which may be ordered online or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK.

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:

Reference to a journal publication with an article number:

Reference to a book:

Reference to a chapter in an edited book:

Reference to a website:

Reference to a dataset:

Reference to a conference paper or poster presentation:

Video

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 file in one of our recommended file formats with a preferred maximum size of 150 MB per file, 1 GB in total. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including ScienceDirect. 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. 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.

Data visualization

Include interactive data visualizations in your publication and let your readers interact and engage more closely with your research. Follow the instructions here to find out about available data visualization options and how to include them with your article.
**Supplementary material**

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

**Research data**

This journal encourages and enables you to share data that supports your research publication where appropriate, and enables you to interlink the data with your published articles. Research data refers to the results of observations or experimentation that validate research findings. To facilitate reproducibility and data reuse, this journal also encourages you to share your software, code, models, algorithms, protocols, methods and other useful materials related to the project.

Below are a number of ways in which you can associate data with your article or make a statement about the availability of your data when submitting your manuscript. If you are sharing data in one of these ways, you are encouraged to cite the data in your manuscript and reference list. Please refer to the "References" section for more information about data citation. For more information on depositing, sharing and using research data and other relevant research materials, visit the research data page.

**Data linking**

If you have made your research data available in a data repository, you can link your article directly to the dataset. Elsevier collaborates with a number of repositories to link articles on ScienceDirect with relevant repositories, giving readers access to underlying data that gives them a better understanding of the research described.

There are different ways to link your datasets to your article. When available, you can directly link your dataset to your article by providing the relevant information in the submission system. For more information, visit the database linking page.

For supported data repositories a repository banner will automatically appear next to your published article on ScienceDirect.

In addition, you can link to relevant data or entities through identifiers within the text of your manuscript, using the following format: Database: xxxx (e.g., TAIR: AT1G01020; CCDC: 734053; PDB: 1XFN).

**Mendeley Data**

This journal supports Mendeley Data, enabling you to deposit any research data (including raw and processed data, video, code, software, algorithms, protocols, and methods) associated with your manuscript in a free-to-use, open access repository. During the submission process, after uploading your manuscript, you will have the opportunity to upload your relevant datasets directly to Mendeley Data. The datasets will be listed and directly accessible to readers next to your published article online.

For more information, visit the Mendeley Data for journals page.

**Data in Brief**

You have the option of converting any or all parts of your supplementary or additional raw data into one or multiple data articles, a new kind of article that houses and describes your data. Data articles ensure that your data is actively reviewed, curated, formatted, indexed, given a DOI and publicly available to all upon publication. You are encouraged to submit your article for Data in Brief as an additional item directly alongside the revised version of your manuscript. If your research article is accepted, your data article will automatically be transferred over to Data in Brief where it will be editorially reviewed and published in the open access data journal, Data in Brief. Please note an open access fee of 600 USD is payable for publication in Data in Brief. Full details can be found on the Data in Brief website. Please use this template to write your Data in Brief.
Data statement
To foster transparency, we encourage you to state the availability of your data in your submission. This may be a requirement of your funding body or institution. If your data is unavailable to access or unsuitable to post, you will have the opportunity to indicate why during the submission process, for example by stating that the research data is confidential. The statement will appear with your published article on ScienceDirect. For more information, visit the Data Statement page.

AFTER ACCEPTANCE

Online proof correction
To ensure a fast publication process of the article, we kindly ask authors to provide us with their proof corrections within two days. Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors.
If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF.
We will do everything possible to get your article published quickly and accurately. 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. 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.

Offprints
The corresponding author will, at no cost, receive a customized Share Link providing 50 days free access to the final published version of the article on ScienceDirect. The Share Link can be used for sharing the article via any communication channel, including email and social media. 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 Author Services. Corresponding authors who have published their article gold open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

Additional information
Fast Electronic Publication
Once the article has been proofed, it will be published immediately on the journal's 'Articles in Press' section online, thus making it available to subscribers to read and cite. For more information, visit: http://www.sciencedirect.com/science/journal/10752935.

Discount
Authors are entitled to a 30% discount on Elsevier books (excluding major reference works).

AUTHOR INQUIRIES
Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch.
You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2018 Elsevier | https://www.elsevier.com