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

DESCRIPTION

The International Journal of Drug Policy provides a forum for the dissemination of current research, reviews, debate, and critical analysis on drug use and drug policy in a global context. It seeks to publish material on the social, political, legal, and health contexts of psychoactive substance use, both licit and illicit. The journal is particularly concerned to explore the effects of drug policy and practice on drug-using behaviour and its health and social consequences. It is the policy of the journal to represent a wide range of material on drug-related matters from around the world.

The International Journal of Drug Policy is ranked 3rd out of 34 journals in the SUBSTANCE ABUSE category in the 2016 Journal Citation Report, and has an Impact Factor of 3.479. 2016 Journal Citation Report Clarivate Analytics, 2017

Please submit your article via http://ees.elsevier.com/drugpo/

Electronic usage

An increasing number of readers access the journal online via ScienceDirect, one of the world's most advanced web delivery systems for scientific, technical and medical information, and through the journal's web site, ijdp.org.

2017 Usage: 536,338 downloads on ScienceDirect and Ijdp.org

AUDIENCE

Governmental organizations, university libraries, hospital libraries, research institutions, sociologists, nurses, police departments, addiction centers, educationists and politicians.

IMPACT FACTOR

2016: 3.479 © Clarivate Analytics Journal Citation Reports 2017
ABSTRACTING AND INDEXING

ASSIA
Sociological Abstracts
Social Services Abstracts
International Bibliography of the Social Sciences
MEDLINE®
Cumulative Index to Nursing and Allied Health Literature
Addiction Abstracts
Criminal Justice Abstracts
EMBASE
Elsevier BIBOBASE
Scopus

EDITORIAL BOARD

Editor
Tim Rhodes, London School of Hygiene and Tropical Medicine, London, UK

Senior Editors
Cameron Duff, School of Management, RMIT University, Australia
Jason Grebely, Kirby Institute for Infection and Immunity in Society, UNSW Australia, Australia
Alison Ritter, National Drug and Alcohol Research Centre, University of New South Wales, Australia
Alex Stevens, School of Social Policy & Social Research, University of Kent, UK

Public Health and Epidemiology
Julie Bruneau, University of Montreal Hospital, Montreal, Quebec, Canada
Louisa Degenhardt, University of New South Wales, Australia
Brandon Marshall, Brown University, USA
Natasha Martin, University of California at San Diego, USA
Catherine McGowan, London School of Hygiene and Tropical Medicine, London, England, UK
M-J Milloy, University of British Columbia, Canada
Mark Stooee, Macfarlane Burnet Centre, Australia
Daniel Werb, University of California at San Diego, USA

Qualitative and Social Research
Magdaileena Harris, London School of Hygiene and Tropical Medicine, UK
Esben Houberg, Aarhus University, Denmark
Helen Keane, Australian National University, Australia
Katherine Mclean, Pennsylvania State University, USA
Signe Ravn, University of Melbourne, Australia
Carla Treloar, University of New South Wales, Australia

Policy, History and Economics
Monica Barratt, University of New South Wales, Australia
Daniel Ciccarone, University of California, USA
Scott Cunningham, Baylor University Medical Center, USA
Vibeke Asmusen Frank, Aarhus University, Denmark
Ole Rogeberg, Ragnar Frisch Centre for Economic Research, Norway

Editorial Board
Atul Ambekar, India
Andrew Ball, Switzerland
Damon Barrett, UK
Francisco Bastos, Brazil
Kirsten Bell, USA
David Bewley-Taylor, UK
Ricky Bluthenthal, USA
Chris Bonell, UK
Martin Bouchard, Canada
Philippe Bourgois, USA
Scott Burris, USA
Patricia Carrieri, France
Jonathan Caulkins, USA
Jia-Shin Chen, Taiwan
Ross Coomber, UK
Claudia Costa-Storti, Portugal
Benedikt Fischer, Canada
Suzanne Fraser, Australia
Craig Fry, Australia
Robert Heimer, USA
Margaretha Jarvinen, Denmark
Adeeba Kamarulzaman, Malaysia
Thomas Kerr, Canada
Stephen Koester, USA
Suresh Kumar, India
Alisher Latypov, Slovakia
Charlie Lloyd, UK
Susanne MacGregor, UK
Peter Meylakhs, Russian Federation
David Moore, Australia
Bronwyn Myers, South Africa
Jo Neale, UK
Rosalie Pacula, USA
Kane Race, Australia
Craig Reinarman, USA
Peter Reuter, USA
Kate Shannon, Canada
Susan Sherman, USA
Steffanie A. Strathdee, USA
Sebastien Tutenges, Denmark
Peter Vickerman, UK
Darin Weinberg, UK
Daniel Wolfe, USA
Evan Wood, Canada
GUIDE FOR AUTHORS

INTRODUCTION

The *International Journal of Drug Policy* is a bimonthly multidisciplinary journal for original research, reviews, debate, and critical analysis on the epidemiology and social contexts of drug use and drug policy in a global context. The journal seeks to explore the health and social effects of drug use and drug policy, in relation to both licit and illicit substances. The *International Journal of Drug Policy* aims to be truly multidisciplinary, for example, considering work in epidemiology, modelling, economics, criminology and law, psychology, sociology, anthropology, cultural studies, and historical and policy analyses. The journal is accepting of longer length papers, especially for qualitative, ethnographic and historical analyses, and is encouraging of critical and methodological work. It is the policy of the journal to represent a wide range of material on drug-related matters from around the world.

We are happy to advise you on submissions. Please contact Professor Tim Rhodes (tim.rhodes@lshtm.ac.uk) or the Editorial Office at ijdp@elsevier.com.

Following the advice below will expedite the review of your manuscript. This advice is also available on the journal's website: [http://www.elsevier.com/locate/drugpo](http://www.elsevier.com/locate/drugpo).

Readership

The journal has a broad readership drawn from the variety of disciplines working in the area of licit and illicit drug use and drug policy, including those working in: public health and epidemiology; social science; evaluation; community, education and welfare services; criminal justice; policy and advocacy; and human rights. The journal has an international readership.

Types of manuscripts

The journal encourages the submission of the following types of manuscript:

**Editorial:** These are usually between 1,500 and 2,000 words. Editorials do not have abstracts.

**Commentary:** These are usually between 2,500 and 4,000 words, and seek to explore in depth a particular topic or issue for debate, and may also include evidence and analysis. The Editor may invite expert responses to commentaries for publication in the same issue. Unstructured abstract.

**Review:** These are usually between 4,000 and 8,000 words, and seek to review systematically a particular area of research, intervention, or policy.

**Research paper:** These are usually between 3,000 and 5,000 words, but we also consider longer length papers up to 8,000 words. Research papers are usually based on original empirical analyses, but may also be discursive critical essays. Structured abstract.

**Short report:** These can be up to 2,000 words, an abstract of no more than 200 words, with one table, and no more than fifteen references. Structured abstract.

**Policy analysis:** These are focused specifically around contemporary or historical analyses of policies and their impacts, and are usually between 3,000 and 5,000 words, and exceptionally up to 8,000 words. Unstructured abstract.

**Viewpoint:** Short comments and opinion pieces of up to 1200 words which raise an issue for discussion, or comprise a case report on an issue relevant to research, policy or practice. No abstract and a maximum of ten references.

**Response:** Responses are short comments on papers published in the current or previous issues. They are usually between 500 and 1,000 words. Responses do not require abstracts.

**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](#).

**BEFORE YOU BEGIN**

**Ethics in publishing**
Please see our information pages on [Ethics in publishing](#) and [Ethical guidelines for journal publication](#).

**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](#).

**Submission declaration and verification**
Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see 'Multiple, redundant or concurrent publication' for more information), 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 in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service [Crossref Similarity Check](#).

**Preprints**
Please note that [preprints](#) can be shared anywhere at any time, in line with Elsevier's [sharing policy](#). Sharing your preprints e.g. on a preprint server will not count as prior publication (see 'Multiple, redundant or concurrent publication' for more information).

**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.

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.

Funding body agreements and policies
Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder's open access policies. Some funding bodies will reimburse the author for the gold open access publication fee. Details of existing agreements are available online. After acceptance, open access papers will be published under a noncommercial license. For authors requiring a commercial CC BY license, you can apply after your manuscript is accepted for publication.

Open access
This journal offers authors a choice in publishing their research:

Subscription
• Articles are made available to subscribers as well as developing countries and patient groups through our universal access programs.
• No open access publication fee payable by authors.
• The Author is entitled to post the accepted manuscript in their institution's repository and make this public after an embargo period (known as green Open Access). The published journal article cannot be shared publicly, for example on ResearchGate or Academia.edu, to ensure the sustainability of peer-reviewed research in journal publications. The embargo period for this journal can be found below.

Gold open access
• Articles are freely available to both subscribers and the wider public with permitted reuse.
• A gold open access publication fee is payable by authors or on their behalf, e.g. by their research funder or institution.
Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.

For gold open access articles, permitted third party (re)use is defined by the following Creative Commons user licenses:

**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.

The gold open access publication fee for this journal is **USD 2600**, excluding taxes. Learn more about Elsevier's pricing policy: [https://www.elsevier.com/openaccesspricing](https://www.elsevier.com/openaccesspricing).

**Green open access**
Authors can share their research in a variety of different ways and Elsevier has a number of green open access options available. We recommend authors see our green open access page for further information. Authors can also self-archive their manuscripts immediately and enable public access from their institution's repository after an embargo period. This is the version that has been accepted for publication and which typically includes author-incorporated changes suggested during submission, peer review and in editor-author communications. Embargo period: For subscription articles, an appropriate amount of time is needed for journals to deliver value to subscribing customers before an article becomes freely available to the public. This is the embargo period and it begins from the date the article is formally published online in its final and fully citable form. [Find out more.](https://www.elsevier.com/openaccess)

This journal has an embargo period of **12 months**.

**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 WebShop.

**Submission**
Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

**Referees**
Please submit the names and institutional e-mail addresses of several potential referees. For more details, visit our Support site. Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

**PREPARATION**

**Peer review**
This journal operates a single 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.](https://www.elsevier.com/openaccess)

**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.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lowercase 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. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are 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.

**Abstracts**

• On the second page, include the title of the paper, between 3-6 keywords, and an abstract of between 150 and 300 words.

• **Structured abstract:** We recommend these for: Research papers, Review papers, Policy Analysis, and Short reports. **Please adhere to the following mandatory abstract headings:** background, methods, results, conclusion.

• **Unstructured (plain) abstract:** We recommend these for: Commentaries, Historical Analysis, Review Essays, as well as for Research and Review papers where a plain abstract is better suited, as is the case with some social science submissions.

• **No abstract:** Editorials, Responses, Case Reports, Conference Reports.

**House style**

• Please write in a clear style for an international readership. We are an international journal and many of our readers do not have English as a first language. Avoid (or explain) colloquialisms.

• Keep the text style and sub-headings simple. Text should preferably be in Times New Roman or Arial, 10-12 font, with double line spacing.

• Spelling is English (not American)

• All pages should be numbered at the bottom

• We do not normally like footnotes (but recognise that they are necessary for some styles of writing). Only use footnotes when absolutely necessary (otherwise incorporate into text).

• Keep tables simple. Do not duplicate information in the text. Include all tables and figures on separate sheets at the end; indicate in the text where these should be placed.

• Include in the acknowledgements any funding source for the work

• IJDP favours clear organisation of papers, an economical writing style, and a modest tone.

• IJDP requires all submissions to incorporate a clear and sufficiently detailed account of methods of data collection and analysis, including in Review Papers, Policy Analysis and Historical Analysis. IJDP encourages qualitative and ethnographic research submissions to sufficiently account for, and reflect upon, how data were analysed.

**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.

**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.

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.
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.

References
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, Fourth Edition, ISBN 1-55798-243-0, copies of which may be ordered from PAP Order Dept, P.O.B. 2710 Hyattsville, MD 20784, USA or APA, 3 Henriette Street, London EC3E 8LU, UK.

Details concerning this referencing style can also be found at http://humanities.byu.edu/linguistics/henrichsen/APA/APA01.html

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 **book:**

Reference to a **chapter** in an edited book:

Reference to a **website** must contain the date on which the information was retrieved:
Gerlach R, Schneider W. Injecting room at INDRO, Munster, Germany. Retrieved 2nd June 2002 from [http://www.indro-online.de/sir.htm](http://www.indro-online.de/sir.htm)


**Reference links**
Increased discoverability of research and high quality peer review are ensured by online links to the sources cited. In order to allow us to create links to abstracting and indexing services, such as Scopus, CrossRef and PubMed, please ensure that data provided in the references are correct. Please note that incorrect surnames, journal/book titles, publication year and pagination may prevent link creation. When copying references, please be careful as they may already contain errors. Use of the DOI is encouraged.

A DOI can be used to cite and link to electronic articles where an article is in-press and full citation details are not yet known, but the article is available online. A DOI is guaranteed never to change, so you can use it as a permanent link to any electronic article. An example of a citation using DOI for an article not yet in an issue is: VanDecar J.C., Russo R.M., James D.E., Ambeh W.B., Franke M. (2003). Aseismic continuation of the Lesser Antilles slab beneath northeastern Venezuela. *Journal of Geophysical Research*, [https://doi.org/10.1029/2001JB000884](https://doi.org/10.1029/2001JB000884). Please note the format of such citations should be in the same style as all other references in the paper.

**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 and Zotero, as well as EndNote. Using the word processor 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.

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/international-journal-of-drug-policy](http://open.mendeley.com/use-citation-style/international-journal-of-drug-policy)

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 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:

AudioSlides
The journal encourages authors to create an AudioSlides presentation with their published article. AudioSlides are brief, webinar-style presentations that are shown next to the online article on ScienceDirect. This gives authors the opportunity to summarize their research in their own words and to help readers understand what the paper is about. More information and examples are available. Authors of this journal will automatically receive an invitation e-mail to create an AudioSlides presentation after acceptance of their paper.

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.

Submission of manuscripts
The International Journal of Drug Policy uses an online, electronic submission system. By accessing the website http://ees.elsevier.com/drugpo/ you will be guided stepwise through the creation and uploading of the various files. When submitting a manuscript to Elsevier Editorial System, authors need to provide an electronic version of their manuscript. Authors may send queries concerning the submission process, manuscript status, or journal procedures to the Editorial Office:

Elsevier Ireland Ltd., Brookvale Plaza, East Plaza, Shannon, Co. Clare, Ireland, Fax: +353 61 709250, ijdp@elsevier.com. This address should also be used to submit multimedia files

Once the uploading is done, the system automatically generates an electronic (PDF) proof, which is then used for reviewing. All correspondence, including the Editor's decision and request for revisions, will be by e-mail.

Authors' responsibilities
By submitting material for publication the authors warrant

• that it is their original work and that it has not been published in whole or in part elsewhere and is not under consideration by any other journal. If any part of the material has been or is being published elsewhere the authors should state this in an accompanying letter.
• that all persons named as authors have made a major contribution to the work reported, and are prepared to take public responsibility for its contents. Participation solely in the acquisition of funding or the collection of data does not justify authorship.

All authors must give signed consent to publication.

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. Before submitting your article, you can deposit the relevant datasets to Mendeley Data. Please include the DOI of the deposited dataset(s) in your main manuscript file. 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 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**

What happens after we receive your manuscript?

**Manuscript acknowledgement**

Corresponding authors will be sent an acknowledgement that their manuscript has been received.

**Review of manuscripts**

- **Initial review:** On receipt all manuscripts are seen by one of the Editors to assess overall suitability for publication in IJDP in terms of topic area and quality. A paper may be rejected at this stage if it falls outside the journals aims and scope; if there are obvious problems with presentation, argument or research; or if it is unoriginal. The Editor will seek advice from another Editor, Associate Editor, or member of the Editorial Board before making a decision to reject at this stage.

- **Full peer review:** After passing initial review, submissions are assigned to one of the Editors or Associate Editors. Manuscripts are sent to peer reviewers and the Author is not blinded to the Reviewer. Reviewers advise the Editors, who are responsible for the final decision to accept or reject a manuscript. Peer reviewers are asked to respond within three weeks and are asked to rate the paper and to include comments for the Editors and for the authors. We aim to get a quick decision for authors, but review and appraisal by the editors is normally a minimum of eight weeks and can on occasions be longer. We aim to inform you if there is a delay. If you want information about progress...
please email the editorial office. All material accepted for publication may be subject to editorial revision. If your article is accepted for publication you will receive a proof copy from the Publisher. It is your responsibility to read, correct and return the proof within 48 hours.

**Proofs and page charge**

One set of proofs will be sent to the corresponding author. No alteration of the substance of the text, tables, or figures will be allowed at this stage. Corrected proofs should be returned to the publisher within two days of receipt. Authors who submit to the journal will be given access to Elsevier’s On-Line Author Status Information System (OASIS). They will receive a personal identification code together with the acknowledgement letter sent upon receipt of their manuscript. This code will grant them access to the OASIS site on the internet, allowing them to track the status of their manuscript. Authors may also access Elsevier’s central Log-in Department e-mail address for any specific questions they may have regarding the publication of their manuscript. The International Journal of Drug Policy carries no page charges.

**Offprints**

The corresponding author, at no cost, will be provided with a PDF file of the article via e-mail. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. 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.

**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 Webshop. 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.

**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