



# JOURNAL OF SAFETY RESEARCH

A Safety and Health Research Forum

A Joint Publication of the National Safety Council <http://www.nsc.org> and Elsevier

See also [Elsevier's Safety Research programme home](#)

## AUTHOR INFORMATION PACK

### TABLE OF CONTENTS



ISSN: 0022-4375

### DESCRIPTION

The *Journal of Safety Research* is a multidisciplinary publication that provides for the exchange of scientific evidence in all areas of **safety** and **health**, including traffic, workplace, home, and community. While this research forum invites submissions using rigorous methodologies in all related areas, it focuses on basic and applied research in unintentional injury and illness prevention. Affiliated with the National Safety Council, it seeks to engage the global scientific community including academic researchers, engineers, government agencies, policy makers, corporate decision makers, safety professionals and practitioners, psychologists, social scientists, and public health professionals.

#### 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 Center](#)

### AUDIENCE

Professionals in safety, medicine, engineers and psychologists

### IMPACT FACTOR

2015: 1.504 © Thomson Reuters Journal Citation Reports 2016

## ABSTRACTING AND INDEXING

---

Compendex  
Current Contents  
MEDLINE®  
Journal of Planning Literature  
Environmental Sciences & Pollution Management  
Expanded Academic Index  
General Reference Center  
Health Reference Center  
Health and Safety Science Abstracts  
Highway Safety Literature  
PsycLIT  
Psychology Abstracts  
Risk Abstracts  
Safety Science & Risk Abstracts  
Sage Urban Studies Abstracts  
TRID, the TRIS and ITRD Database  
PsycINFO  
Scopus

## EDITORIAL BOARD

---

### *Editor-in-Chief*

**T. Planek**, National Safety Council (NSC), Itasca, Illinois, USA

### *Managing Editor*

**K. Porretta**, National Safety Council (NSC), Itasca, Illinois, USA

### *Associate Editors*

**K. P. Kolosh**, National Safety Council (NSC), Itasca, Illinois, USA

**S. Sinelnikov**, National Safety Council (NSC), Itasca, Illinois, USA

**J. Thomas**, National Safety Council (NSC), Itasca, Illinois, USA

### *Editorial Board*

**A. af Wahlberg**, Uppsala University, Uppsala, Sweden

**A. M. Alvero**, City University of New York (CUNY), Flushing, New York, USA

**J. G. Andre**, Centre National de la Recherche Scientifique (CNRS), Paris, France

**W. K. Anger**, Oregon Health and Science University (OHSU), Portland, Oregon, USA

**L. F. Beck**, National Center for Injury Prevention and Control, Atlanta, Georgia, USA

**D. J. Begg**, University of Otago, Dunedin, Otago, New Zealand

**G.F. Bianchi Piccinini**, Chalmers University of Technology, Göteborg, Sweden

**E. A. Biddle**, West Virginia University, Morgantown, West Virginia, USA

**C. R. Bingham**, University of Michigan, Ann Arbor, Michigan, USA

**C. W. Blechschmidt**, Verhalen and Associates, Potomac, Maryland, USA

**D. K. Bonauto**, Washington State University, Seattle, Washington, USA

**K. A. Braitman**, William Jewell College, Liberty, Montana, USA

**L. Buckley**, Queensland University of Technology, Kelvin Grove, Queensland, Australia

**D. N. Castillo**, National Institute for Occupational Safety and Health (NIOSH), Morgantown, West Virginia, USA

**I. Cheung**, National Transportation Safety Board, Washington, Washington, USA

**T. Cunningham**, National Institute for Occupational Safety and Health (NIOSH), Morgantown, West Virginia, USA

**D. M. DeJoy**, University of Georgia, Athens, Georgia, USA

**P. Delhomme**, IFSTTAR, Versailles, France

**F. A. Drews**, The University of Utah, Salt Lake City, Utah, USA

**D. Eby**, University of Michigan, Ann Arbor, Michigan, USA

**C. M. Farmer**, Insurance Institute for Highway Safety, Arlington, Virginia, USA

**J.C. Fell**, Pacific Institute for Research & Evaluation (PIRE), Calverton, Maryland, USA

**M. J. Flannagan**, University of Michigan, Ann Arbor, Michigan, USA

**R. D. Foss**, University of North Carolina at Chapel Hill, Chapel Hill, North Carolina, USA

**M. A. Gebers**, California Department of Motor Vehicles, Sacramento, California, USA

**E. S. Geller**, Virginia Polytechnic Institute & State University, Blacksburg, Virginia, USA

**J. Gittleman**, Defense Intelligence Agency (DIA), Bethesda, Maryland, USA

**K. Jorgensen**, Danish Technical University, Copenhagen, Denmark

**S. Kegler**, Centers for Disease Control and Prevention (CDC), Atlanta, Georgia, USA

**D. Kidd**, Insurance Institute for Highway Safety, Arlington, Virginia, USA  
**D. Koradecka**, Central Institute for Labour Protection, Warszawa, Poland  
**L. P. Kostyniuk**, University of Michigan, Ann Arbor, Michigan, USA  
**S. E. Lee**, Virginia Tech, Blacksburg, Virginia, USA  
**M. R. Lehto**, Purdue University, West Lafayette, Indiana, USA  
**Y. Liang**, Fudan University, Shanghai, China  
**H. J. Lipscomb**, Duke University, Durham, North Carolina, USA  
**G. X. Lu**, University of Michigan, Ann Arbor, Michigan, USA  
**H. Marucci-Wellman**, Liberty Mutual Research Institute for Safety, Hopkinton, Massachusetts, USA  
**S. Masten**, California Department of Motor Vehicles, Sacramento, California, USA  
**C. B. Mayhorn**, North Carolina State University, Raleigh, North Carolina, USA  
**A. T. McCartt**, Insurance Institute for Highway Safety, Arlington, Virginia, USA  
**L. McWilliams**, Centers for Disease Control and Prevention (CDC), Atlanta, Georgia, USA  
**T. R. Miller**, Pacific Institute for Research and Evaluation, Calverton, Maryland, USA  
**D. Mohan**, Indian Institute of Technology, New Delhi, India  
**D. Murphy**, Pennsylvania State University, State College, Pennsylvania, USA  
**D. P. O'Hare**, University of Otago, Dunedin, New Zealand  
**M. F. O'Toole**, Embry Riddle Aeronautical University, Daytona Beach, Florida, USA  
**J. W. Palmer**, St Cloud State University, St Cloud, Minnesota, USA  
**C. Pan**, National Institute for Occupational Safety and Health (NIOSH), Morgantown, West Virginia, USA  
**R. C. Peck**, R. C. Peck & Associates, Folsom, California, USA  
**Z. Peng**, Beihang University, HaiDian District, BeiJing, , China  
**D. Preusser**, Preusser Research Group, Inc, Trumbull, Connecticut, USA  
**K. E. H. Race**, Race & Associates, Chicago, Illinois, USA  
**D. O. Ritzel**, Southern Illinois University at Carbondale, Carbondale, Illinois, USA  
**R. D. Robertson**, Traffic Injury Research Foundation, Ottawa, Ontario, Canada  
**E. Romano**, Pacific Institute for Research and Evaluation, Calverton, Maryland, USA  
**E. K. Sauber-Schatz**, Center for Disease Control and Prevention, Atlanta, Georgia, USA  
**T. Scharf**, National Institute for Occupational Safety and Health (NIOSH), Cincinnati, Ohio, USA  
**D. Schwebel**, University of Alabama at Birmingham, Birmingham, Alabama, USA  
**C. Shu**, National Yunlin University of Science & Technology, Douliu, Yunlin, Taiwan, ROC  
**R. A. Shults**, Division of Unintentional Injury Prevention, Atlanta, Georgia, USA  
**S. O. Sigurdsson**, University of Maryland, Baltimore County (UMBC), Baltimore, Maryland, USA  
**D. A. Sleet**, Centers for Disease Control and Prevention (CDC), Atlanta, Georgia, USA  
**T. D. Smith**, Embry Riddle Aeronautical University, Daytona Beach, Florida, USA  
**R. Srinivasan**, University of North Carolina at Chapel Hill, Chapel Hill, North Carolina, USA  
**L. Stallones**, Colorado State University, Fort Collins, Colorado, USA  
**S. Sulsky**, ENVIRON International Corporation, Amherst, Massachusetts, USA  
**T. Sze**, University of Canterbury, Christchurch, New Zealand  
**J. A. Taylor**, Drexel University, Philadelphia, Washington, USA  
**E. R. Teoh**, Insurance Institute for Highway Safety, Arlington, Virginia, USA  
**H. M. Tiesman**, National Institute for Occupational Safety and Health (NIOSH), Atlanta, Georgia, USA  
**G. Tiwari**, Indian Institute of Technology, New Delhi, India  
**P. Tsai**, National Cheng Kung University, Tainan, Taiwan, ROC  
**W. Vanlaar**, Traffic Injury Research Foundation, Ottawa, Ontario, Canada  
**M. Varghese**, St Stephen's Hospital, Delhi, India  
**R. Verhalen**, Verhalen and Associates, McLean, Virginia, USA  
**R. B. Voas**, Pacific Institute for Research and Evaluation, Calverton, Maryland, USA  
**A. Wagenaar**, University of Florida, Gainesville, Florida, USA  
**A. M. Williamson**, UNSW Australia, Sydney, New South Wales, Australia  
**O. Wirth**, National Institute for Occupational Safety and Health (NIOSH), Morgantown, West Virginia, USA  
**J. Zanoni**, University of Illinois at Chicago, Chicago, Illinois, USA

## GUIDE FOR AUTHORS

---

### *Your Paper Your Way*

We now differentiate between the requirements for new and revised submissions. You may choose to submit your manuscript as a single Word or PDF file to be used in the refereeing process. Only when your paper is at the revision stage, will you be requested to put your paper in to a 'correct format' for acceptance and provide the items required for the publication of your article.

**To find out more, please visit the Preparation section below.**

### INTRODUCTION

*Journal of Safety Research* is an interdisciplinary publication that provides for the exchange of ideas and data developed through research experience in all areas of safety including traffic, industry, farm, home, school and public. Articles may deal with a variety of topics such as human error and accidents, methods of accident investigation and analysis, evaluative examination of accident countermeasures or the relation between man-machine environment factors and hazards.

#### *Contact details for submission*

An author wishing to submit a paper to the JSR should submit via [https://www.eviser.com/eviser/faces/pages/navigation/NavController.jspx?JRNL\\_ACR=JSR](https://www.eviser.com/eviser/faces/pages/navigation/NavController.jspx?JRNL_ACR=JSR). All correspondence, including notification of the Editor's decision and requests for revision, takes place electronically via this website.

### *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)
- Relevant declarations of interest have been made
- 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 conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. If there are no conflicts of interest then please state this: 'Conflicts of interest: none'. [More information](#).

### *Submission declaration*

Authors are required to disclose papers published or under review in other journals that are based on similar methods or data. Please cite and explain how the current paper differs from these similar papers.

### **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 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 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 Open Access Publication Fee. Details of [existing agreements](#) are available online.

### **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 on their behalf, e.g. by their research funder or institution.

#### **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.

Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.

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

#### *Creative Commons Attribution (CC BY)*

Lets others distribute and copy the article, create extracts, abstracts, and other revised versions, adaptations or derivative works of or from an article (such as a translation), include in a collective work (such as an anthology), 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-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 open access publication fee for this journal is **USD 2000**, excluding taxes. Learn more about Elsevier's pricing policy: <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](#).

This journal has an embargo period of 36 months.

#### *Language and language services*

Referees will be asked to consider the value of the paper relative to its length. Papers with poor English may be sent back to the author for correction.

### **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.

To submit your paper please click here  
[https://www.evis.com/evis/faces/pages/navigation/NavController.jsp?JRNL\\_ACR=JSR](https://www.evis.com/evis/faces/pages/navigation/NavController.jsp?JRNL_ACR=JSR)

Authors who are unable to provide an electronic version or have other circumstances that prevent online submission must contact the Editorial Office prior to submission to discuss alternate options: Katie Porretta, Managing Editor, Journal of Safety Research, National Safety Council, 1121 Spring Lake Drive, Itasca, IL USA 60143-3201. Fax 630-285-0242, Phone 630-775-2323, E-mail [Katie.Porretta@nsc.org](mailto:Katie.Porretta@nsc.org)

#### *Referees*

Authors are invited to provide names, addresses, and fields of interest of 4 to 6 persons outside their own institution who are qualified to act as referees. We will try to use at least one of these as a referee.

## **PREPARATION**

### **NEW SUBMISSIONS**

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 your files to a single PDF file, which is used in the peer-review process.

As part of the Your Paper Your Way service, you may choose to submit your manuscript as a single file to be used in the refereeing process. This can be a PDF file or a Word document, in any format or layout that can be used by referees to evaluate your manuscript. It should contain high enough quality figures for refereeing. If you prefer to do so, you may still provide all or some of the source files at the initial submission. Please note that individual figure files larger than 10 MB must be uploaded separately.

#### *References*

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.

#### *Formatting requirements*

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your manuscript, for example Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, Artwork and Tables with Captions.

If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes.

Divide the article into clearly defined sections.

#### *Figures and tables embedded in text*

Please ensure the figures and the tables included in the single file are placed next to the relevant text in the manuscript, rather than at the bottom or the top of the file. The corresponding caption should be placed directly below the figure or table.

### **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.

### **REVISED SUBMISSIONS**

### *Use of word processing software*

Regardless of the file format of the original submission, at revision you must provide us with an editable file of the entire article. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the [Guide to Publishing with Elsevier](#)). See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

### *LaTeX*

You are recommended to use the Elsevier article class [elsarticle.cls](#) to prepare your manuscript and [BibTeX](#) to generate your bibliography.

Our [LaTeX site](#) has detailed submission instructions, templates and other information.

## **Article structure**

### *Subdivision - numbered sections*

Use major and minor headings to aid readability. Headings should be short. Double space everything. Use wide margins.

### *Introduction*

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

### *Materials and methods*

Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described.

Authors will normally be expected to submit a complete set of any data used in electronic form, or provide instructions for how to obtain them. Exceptions to this requirement may be made at the discretion of the handling editor. The author must describe methods and data sufficiently so the research can be replicated. The provision of code as well as data is encouraged, but not required. Upon acceptance, the data sets of published papers will be posted on the JSR website.

### *Theory/calculation*

A Theory section should extend, not repeat, the background to the article already dealt with in the Introduction and lay the foundation for further work. In contrast, a Calculation section represents a practical development from a theoretical basis.

### *Results*

Results should be clear and concise.

### *Discussion*

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

### *Conclusions*

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

## **Practical Applications**

We ask that each author include:

- (i) a sentence or two in the abstract with the subheading: "Practical Applications", and
- (ii) a section at the end of the manuscript that explains the topic's "practical applications".

### *Appendices*

If mathematical derivations are needed, put them in an Appendix.

### *Vitae*

Provide a biographical sketch of not more than 100 words for each author. These should be in a separate file.

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

• **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. **Ensure that 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.

#### *Abstract*

An abstract with a maximum of 300 words is required. The abstract is one of the most important elements of your paper; many people will read only the abstract. Summarize the principal findings and how they were obtained. Explain why the findings are important for researchers and for practitioners. Be specific. Do not include references, jargon and mathematical notation.

- Abstracts must have the following subheadings: Introduction; Method; Results; Conclusions; Practical Applications.

- Abstracts must have a sentence or two under subheading "Practical Applications".

Example: "Practical Application: Cell phone use continues to increase both at home and outdoor environments. The use of smart phones, with their more enticing features, increases the likelihood of distraction-induced injuries even more. Manufacturers should consider the addition of tools or applications on smart phones to remind users to remain alert to outside auditory stimuli that herald external hazards and to encourage them to not use these devices while engaged in other activities."

#### *Keywords*

Keywords (at least five) are also required. There is no point repeating words that are in the title.

#### *Acknowledgements*

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

#### *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.

#### *Units*

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

#### *Nomenclature and units*

Use simple notation. Our readership crosses many disciplines. Avoid unusual symbols if possible.

### *Math formulae*

Please submit math equations as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus (/) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics. Powers of e are often more conveniently denoted by exp. Number consecutively any equations that have to be displayed separately from the text (if referred to explicitly in the text).

### *Footnotes*

Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors build footnotes into the text, and this feature may be used. Should this not be the case, indicate the position of footnotes in the text and present the footnotes themselves separately at the end of the article.

## **Artwork**

### *Electronic artwork*

#### *General points*

- Make sure you use uniform lettering and sizing of your original artwork.
- Preferred fonts: Arial (or Helvetica), Times New Roman (or Times), Symbol, Courier.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Indicate per figure if it is a single, 1.5 or 2-column fitting image.
- For Word submissions only, you may still provide figures and their captions, and tables within a single file at the revision stage.
- Please note that individual figure files larger than 10 MB must be provided in separate source files. 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*

Regardless of the application used, 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 the font or save the text as 'graphics'.

TIFF (or JPG): Color or grayscale photographs (halftones): always use a minimum of 300 dpi.

TIFF (or JPG): Bitmapped line drawings: use a minimum of 1000 dpi.

TIFF (or JPG): Combinations bitmapped line/half-tone (color or grayscale): a minimum of 500 dpi is required.

#### **Please do not:**

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); the resolution is too low.
- 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. 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*

Simplify the presentation of data. Round data to no more than three digits where possible.

### *References*

References should include only relevant sources; for example, those papers that proposed and developed the methods used, papers that clarify the methodology, and papers that add further evidence. Do not include references simply to increase the length of your bibliography or to increase citation rates.

### *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.

### *References in a special issue*

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

### *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.

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/journal-of-safety-research>

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:

### *Reference style*

**All citations must be referenced and all references must be cited.** For references with up to five authors, all authors must be listed in first citation followed by year of publication, thereafter list only the first author followed by "et al." and year of publication (the exception is if there are only two authors, in this case both should be listed in all citations). For references with six or more authors, list only the first author followed by "et al." with the year of publication throughout. All authors must be listed in reference section (no limit). At the end of the manuscript, the references should be listed alphabetically by surname of the first author.

For citations, use ampersand (&) when citation is parenthetical; spell out "and" when citation is not parenthetical.

All references must be formatted in accordance with the Publication Manual of the American Psychological Association (APA), Sixth Edition. For example:

Journal Articles: Smith, A.B., Adams, K.D., & Jones, L.J.(1992). The hazards of living in a Volcano. *Journal of Safety Research*, 23(1), 81-94.

Book: Perez, A.K., Little, T.H., & Brown Y.J. (1999). *Safety in numbers*. Itasca, IL: National Safety Council.

For web sites: Hyndman, R.J. Time series data library, <http://www.robhyndman.info/TSDL/>. Accessed on 4 December 2006.

Authors should ensure that there is a strict one-to-one correspondence between the authors' names (years) in the text and those in the reference list. In general, only published references should be cited. If unpublished, indicate how copies may be obtained. Please check all references against their original sources.

See the APA manual for more detailed instructions.

All references must be formatted in accordance with the Publication Manual of the American Psychological Association (APA), Fourth Edition. For Example:

Journal Articles: Smith, A.B., Adams, K.D., & Jones, L.J.(1992). The hazards of living in a Volcano. *Journal of Safety Research*, 23(1), 81-94.

Book: Perez, A.K., Little, T.H., & Brown Y.J. (1999). *Safety in numbers*. Itasca, IL: National Safety Council.

Dataset: [dataset] Oguro, M., Imahiro, S., Saito, S., Nakashizuka, T. (2015). Mortality data for Japanese oak wilt disease and surrounding forest compositions. Mendeley Data, v1. <http://dx.doi.org/10.17632/xwj98nb39r.1>.

See the APA manual for more detailed instructions.

### **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 files in one of our recommended file formats with a preferred maximum size of 150 MB. 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.

### **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 give 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).

### *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 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.

### **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.

### **Interactive plots**

This journal enables you to show an Interactive Plot with your article by simply submitting a data file. [Full instructions](#).

### *Additional information*

Quotations should be kept to a minimum. Authors must obtain written permission from the publisher to use a quotation that exceeds 250 words.

Evidence of prior peer review is helpful, such as a listing of the occasions on which this paper has been presented, and a list of colleagues who have reviewed the paper.

The main paper should not contain the names of authors, or anything else that might identify them.

## **AFTER ACCEPTANCE**

### **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 the free Adobe Reader](#), version 9 (or higher). Instructions on how to annotate PDF files will accompany the proofs (also given online). The exact system requirements are given at the [Adobe site](#).

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 scan the pages and return via e-mail. 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. 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 [Webshop](#). Corresponding authors who have published their article 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.

### **Contacts:**

Editorial Office: Katie Porretta, Managing Editor, Journal of Safety Research, National Safety Council, 1121 Spring Lake Drive, Itasca, USA, IL, USA 60143-3201. Fax 630-285-0242, Phone 630-775-2323, E-mail: [Katie.Porretta@nsc.org](mailto:Katie.Porretta@nsc.org).

Publishing Office: Fianait Mitchell, Journal Manager, Elsevier Ireland Ltd., Elsevier House, Brookvale Plaza, East Park, Shannon, Co. Clare, Ireland. Fax 353-61-709-111, Phone 353-61-709-639, E-mail: [f.mitchell@elsevier.com](mailto:f.mitchell@elsevier.com).

### **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 2014 Elsevier | <http://www.elsevier.com>