SAFETY AND HEALTH AT WORK

DESCRIPTION

Safety and Health at Work (SH@W) is an international, peer-reviewed, interdisciplinary journal published quarterly in English beginning in 2010. The journal is aimed at providing grounds for the exchange of ideas and data developed through research experience in the broad field of occupational health and safety. Articles may deal with scientific research to improve workers’ health and safety by eliminating occupational accidents and diseases, pursuing a better working life, and creating a safe and comfortable working environment. The journal focuses primarily on original articles across the whole scope of occupational health and safety, but also welcomes up-to-date review papers and short communications and commentaries on urgent issues and case studies on unique epidemiological survey, methods of accident investigation, and analysis. High priority will be given to articles on occupational epidemiology, medicine, hygiene, toxicology, nursing and health services, work safety, ergonomics, work organization, engineering of safety (mechanical, electrical, chemical, and construction), safety management and policy, and studies related to economic evaluation and its social policy and organizational aspects. Its abbreviated title is Saf Health Work.

ABSTRACTING AND INDEXING

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INTRODUCTION

Safety and Health at Work (SH@W) is an international, peerreviewed, interdisciplinary journal published quarterly in English beginning in 2010. The journal is aimed at providing grounds for the exchange of ideas and data developed through research experience in the broad field of occupational health and safety. Articles may deal with scientific research to improve workers' health and safety by eliminating occupational accidents and diseases, pursuing a better working life, and creating a safe and comfortable working environment. The journal focuses primarily on original articles across the whole scope of occupational health and safety, but also welcomes up-to-date review papers and short communications and commentaries on urgent issues and case studies on unique epidemiological survey, methods of accident investigation, and analysis. High priority will be given to articles on occupational epidemiology, medicine, hygiene, toxicology, nursing and health services, work safety, ergonomics, work organization, engineering of safety (mechanical, electrical, chemical, and construction), safety management and policy, and studies related to economic evaluation and its social policy and organizational aspects. Its abbreviated title is Saf Health Work.

Submission of Manuscripts

The entire process of manuscript submission, peer-review, and resubmission to SH@W is done through the SH@W online system (https://www.evise.com/profile/api/navigate/SHAW). Manuscripts must be written in English and must be submitted by the corresponding author. Manuscripts submitted to SH@W will be preliminarily reviewed by the Editorial Office. Manuscripts not conforming to the instructions will be returned to the corresponding authors without being considered for publication.

Any inquiry concerning manuscript submission should be directed to: shawedoffice@gmail.com.

Types of Articles

SH@W publishes editorials, commentaries, original articles, review articles, special articles, short communications, case reports, and letter to the editor.

Editorials

Editorials provide invited perspective on an area of safety and health at work (SHAW), dealing with very active fields of research, current interests, fresh insights and debates. An abstract is not required and a brief unstructured text should be prepared. Although editorials are normally invited or written by an Editor, unsolicited editorials may be submitted.

Typical length: 1,000 words, 20 references.

Original Articles

Original articles report the results of basic and practical SHAW researches and investigations that are sufficiently and thoroughly documented to be acceptable to critical readers. Section headings should be written in the following format: title page; abstract and keywords; introduction; materials and methods; results; discussion; conclusions (if any); acknowledgements; references; and tables and figures.

The Introduction should provide concise yet sufficient back ground information about the study to provide the readers with better understanding of the study, avoiding a detailed literature survey or a summary of the results.

Materials and methods should contain detailed procedure of the experiment including investigation period, methods of subject selection, and information on subjects such as age, gender, and other significant features, in order to enable the experiment to be repeated. The procedure which has been already published or standardized shall be described only briefly using literature citations. Clinical trials or experiments involving laboratory animals or pathogens must elaborate animal care and use and experimental protocols, in addition to mentioning the approval from the relevant committees. The sources of special equipment and chemicals must be stated with the name and location of the manufacturer (city and country). All statistical procedures used in the study and criteria for determining significance levels must be described.
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Typical length: One paragraph with maximum of 200 words for the abstract; maximum of 6,500 words from introduction to conclusion; maximum of 100 references, 10 figures and 10 tables.

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**Short Communications**

Short communications are short original research articles on issues important to SHAW researchers. The contents should be in the following sequence: title page; abstract and key words; text without section titles; acknowledgements; references; and figures or tables.

Typical length: Unstructured, single paragraph abstract with maximum of 150 words; maximum of 3,000 words from introduction to conclusion, 20 references, 3 figures and 2 tables.

**Case Reports**

Case reports deal with epidemiological surveys, methods for accident investigation and analyses of occupational health and safety interests or innovations. The contents should be in the following sequence: title page; abstract and key words; introduction; case report; discussion; acknowledgments; references; figures; and figure legends.

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Letter to the editor includes a reader's critical comment on an article published in SH@W and a reply from the authors. Letters should have a title and include appropriate references, and include the corresponding author's e-mail address. Letters are edited, sometimes extensively, to sharpen their focus. They may be sent for peer review at the discretion of the Editors.

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BEFORE YOU BEGIN

Editorial and Peer-Review Process

The Editorial Office of SH@W receives and reviews all submitted manuscripts, and all submitted manuscripts are considered confidential. The journal operates a double blind review process in which the authors, investigators, and peer-review referees are kept anonymous during editorial and peer-review process. The submitted manuscripts are initially screened for the format. Once the manuscript is provisionally accepted, it is sent to the three most relevant referees for review. The referees are selected by the editor from the Editorial Board’s database or the board members' recommendation. The referees are then requested to evaluate based on originality, validity, presentation, and importance and interest, and, when considered necessary, statistics.

Acceptance of a manuscript depends on the evaluation, critiques, and recommended decision made by the referees. A referee may recommend 'accept', 'minor revision', 'major revision' and 'reject'. Upon opposing recommended decisions between referees, or author and referee(s), the Editor-in-Chief has the full right to decide whether the manuscript will be published in the journal.

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When the final decision on the acceptance of the manuscript is made, the Editorial Office notifies the corresponding author. The peer-review process takes approximately 4-8 weeks.

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Manuscripts to SH@W, as outlined above, cannot have been published previously, and are not being considered for publication by other journals.

Original raw data must be available for review by the editorial board when required. All authors of a manuscript must have agreed to submit the manuscript to SH@W and are responsible for the entire content, including literature citations and acknowledgements. The authors must also have agreed that the corresponding author has the authority to act on their behalf on all matters pertaining to the publication of the paper, and that it is their responsibility to comply with copyright laws. When a manuscript is published in SH@W, it is understood that authors have agreed to SH@W’s rights to protect the manuscript from misappropriation of their work, and that the manuscript becomes the permanent property of SH@W, which may not be published elsewhere without official permission.

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All manuscripts should be prepared under strict observation of research and publication ethics guidelines recommended by the Council of Science Editors, International Committee of Medical Journal Editors and the World Association of Medical Editors. Any study including human subjects or human data must be reviewed and approved by a responsible institutional review board (IRB). For further information on investigations involving human material, please refer to the principles in the Declaration of Helsinki. (http://www.wma.net/e/policy/b3.htm).

Animal experiments should also be reviewed by an appropriate committee (IACUC: Institutional Animal Care and use Committee) for the care and the use of animals. Studies involving pathogens requiring a high degree of biosafety should pass review of a relevant committee (IBC: Institutional Biosafety Committee). The editor of SH@W may request submission of copies of informed consents from human subjects in all studies or IRB approval documents.
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If all or part of the subject population has been reported previously, it should be declared in the Materials and Methods and must be appropriately referenced. In cases where authors are concerned with any potential overlap with published manuscripts or manuscripts being reviewed, the authors must include a letter explaining how the manuscript submitted to SH@W significantly differs from other materials. For more information, please refer to Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication (Available at: http://www.icmje.org/2006_urm.pdf).

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All manuscripts must be in grammatically correct English with American spelling conventions and prepared in accordance with the "Uniform Requirement for Manuscripts Submitted to Biomedical Journals" updated in October 2008 (http://www.icmje.org). In addition to the Uniform Requirements, SH@W requires all authors to comply with all the reporting guidelines which have been developed by groups of experts to facilitate reporting of research studies or clinical trials (http://www.equator-network.org/resource-centre/library-of-healthresearch-reporting/library/).

The manuscripts should be created using MS Word. It must be double-spaced and written in an A4 page format. Do not leave a space between paragraphs. Only a single font (preferably Times New Roman) should be used in 11 point with margin of 2.5 cm. Latin origin words should not be italicized and all pages including the title page should be paginated consecutively. All numbers should be written in Arabic numerals throughout the manuscript except for the first word of the sentence. Texts should be justified on both sides and not hyphenated and headings should be in bold letters, aligned in the center. If possible, avoid using abbreviated words in the beginning of sentences.

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The title page should include: 1) the title of the article (less than 50 words); 2) name of the authors (first name, middle initial, last name in capital) and institutional affiliation including name of department(s) and institution(s) of each author; 3) name, highest academic degree, full address (including the postal code) of the institutional affiliation, telephone and fax numbers, and email address of the corresponding author; 4) A running title, 50 characters or less including blank and; 5) any disclaimers.

Abstract and Keywords
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