



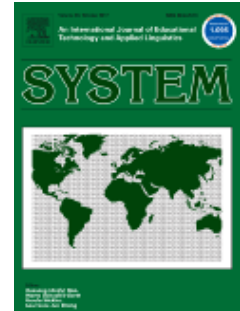
SYSTEM

An International Journal of Educational Technology and Applied Linguistics

AUTHOR INFORMATION PACK

TABLE OF CONTENTS

●	Description	p.1
●	Audience	p.1
●	Impact Factor	p.1
●	Abstracting and Indexing	p.2
●	Editorial Board	p.2
●	Guide for Authors	p.4



ISSN: 0346-251X

DESCRIPTION

This international journal is devoted to the applications of **educational technology** and **applied linguistics** to problems of **foreign language teaching** and **learning**. Attention is paid to all languages and to problems associated with the study and teaching of English as a second or foreign language. The journal serves as a vehicle of expression for colleagues in developing countries. *System* prefers its contributors to provide articles which have a sound theoretical base with a visible practical application which can be generalized. The review section may take up works of a more theoretical nature to broaden the background.

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

Researchers and practitioners in the fields of educational technology, applied linguistics, and language teaching and learning.

IMPACT FACTOR

2016: 1.400 © Thomson Reuters Journal Citation Reports 2017

ABSTRACTING AND INDEXING

British Education Index
Contents Pages in Education
Current Contents/Social & Behavioral Sciences
Education Research Index
Dietrich's Index Philosophicus
Internationale Bibliographie der Geistes- und Sozialwissenschaftlichen Zeitschriftenliteratur
Internationale Bibliographie der Rezensionen Geistes- und Sozialwissenschaftlicher Literatur
Periodicals Index Online
Language Teaching
Linguistics Abstracts
Linguistics and Language Behavior Abstracts
MLA International Bibliography
Education Technology Abstracts
Social Sciences Citation Index
Social Sciences Citation Index
Special Education Needs Abstracts
ERA (Educational Research Abstracts Online)
Scopus

EDITORIAL BOARD

Editors

Xuesong (Andy) Gao, UNSW Australia, Sydney, New South Wales, Australia
Marta González-Lloret, University of Hawaii, Manoa, Hawaii, USA
Ursula Stickler, The Open University, Milton Keynes, UK
Lawrence Jun Zhang, University of Auckland, Auckland, New Zealand

Associate Editor

Mairin Hennebry, The University of Hong Kong, Pokfulam, Hong Kong SAR, China

Editorial Assistant:

Jian (Tracy) Tao, The University of Hong Kong, Hong Kong, China

Book Reviews Editor:

Jim McKinley, University of Bath, Bath, England, UK

Founding Editor (1973-2010):

Norman Davies, Linköpings Universitet, Linköping, Sweden

Former Editors:

Lluïsa Astruc, The Open University, Milton Keynes, UK
James A. Coleman, The Open University, Milton Keynes, UK
Regine Hampel, The Open University, Milton Keynes, UK
Sarah Mercer, Karl-Franzens-Universität Graz, Graz, Austria
Robert Vanderplank, University of Oxford, Oxford, England, UK
Liang Wang, Queen's University Belfast, Belfast, Northern Ireland, UK

Editorial Board:

Eva Alcón Soler, Universitat Jaume I, Castellón de la Plana, Spain
Lluïsa Astruc, The Open University, Milton Keynes, UK
Ana Maria Ferreira Barcelos, Universidade Federal de Vicosa, Brazil
Simon Borg
Yiqian Cao, The University of Melbourne, Melbourne, Victoria, Australia
Liyang Cheng, Queen's University, Kingston, Ontario, Canada
Dorothy Chun, University of California at Santa Barbara, Santa Barbara, California, USA
David Coniam, The Education University of Hong Kong, Hong Kong, China
John H.A.L de Jong, Pearson & Vrije Universiteit, Amsterdam, Netherlands
Anne Feryok, University of Otago, New Zealand
John Field, University of Bedfordshire, Luton, England, UK
Tess Fitzpatrick, Cardiff University, Cardiff, UK
Christine Goh, Nanyang Technological University, Singapore, Singapore
Suzanne Graham, University of Reading, Reading, UK

Regine Hampel, The Open University, Milton Keynes, UK
Francesca Helm, Università degli Studi di Padova, Padova, Italy
Elaine Horwitz, University of Texas at Austin, Austin, Texas, USA
Christian Krekeler, Konstanz University of Applied Sciences, Germany
Agnes Kukulska-Hulme, The Open University, Milton Keynes, UK
Mike Levy, University of Queensland, Brisbane St Lucia, Queensland, Australia
David George Little, Trinity College, Dublin, Ireland
Paul Meara, University of Wales, Swansea, Wales, UK
Sarah Mercer, Karl-Franzens-Universität Graz, Graz, Austria
Victoria Murphy, University of Oxford, Oxford, UK
Marianne Nikolov, University of Pécs (Pécsi Tudományegyetem), Pécs, Hungary
Rebecca Oxford, University of Alabama at Birmingham (USA); University of Maryland, Emerita (USA)
Mark Pegrum, University of Western Australia, Crawley Western, Western Australia, Australia
Carmen Perez Vidal, Universitat Pompeu Fabra (UPF), Barcelona, Spain
Cristina Sanz, Georgetown University, Washington D.C., District of Columbia, USA
Mathias Schulze, University of Waterloo, Waterloo, Ontario, Canada
Glenn Stockwell, Waseda University, Shinjuku-Ku, Japan
Osamu Takeuchi, Kansai University, Osaka, Japan
Steven L. Thorne, Portland State University, USA & Groningen University, Netherlands
Ema Ushioda, University of Warwick, Coventry, UK
Liang Wang, Queen's University Belfast, Belfast, Northern Ireland, UK
Qiufang Wen, Beijing Foreign Studies University, Beijing, China
Rosemary Wette, University of Auckland, Auckland, New Zealand
Cynthia J. White, Massey University, Palmerston North, New Zealand
Junhong Xiao, Shantou Radio and Television University, Shantou, Guangdong, China
Yongyan Zheng, Fudan University, China

GUIDE FOR AUTHORS

INTRODUCTION

This international journal is devoted to the applications of educational technology and applied linguistics to problems of foreign language teaching and learning. Attention is paid to all languages and to problems associated with the study and teaching of English as a second or foreign language. The journal serves as a vehicle of expression for researchers across the world. *System* prefers its contributors to provide articles which have a sound theoretical base with a visible practical application which can be generalized. The review section may take up works of a more theoretical nature to broaden the background.

Contact details for submission

Authors are requested to submit their papers electronically by using the *System* online submission and review web site (<http://ees.elsevier.com/sys>). This site will guide authors stepwise through the submission process. Authors are requested to submit the text, tables, and artwork in electronic form to this address. Authors who are unable to provide an electronic version or have other circumstances that prevent online submission must contact the Editor prior to submission to discuss alternative options; email: system.journal@gmail.com. The Publisher and Editor regret that they are not able to consider submissions that do not follow these procedures.

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 and verification

Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis or as an electronic preprint, see '[Multiple, redundant or concurrent publication](#)' section of our ethics policy 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 [CrossCheck](#).

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:

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.

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.

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 1800**, excluding taxes. Learn more about Elsevier's pricing policy: <http://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 24 months.

Elsevier Publishing Campus

The Elsevier Publishing Campus (www.publishingcampus.com) is an online platform offering free lectures, interactive training and professional advice to support you in publishing your research. The College of Skills training offers modules on how to prepare, write and structure your article and explains how editors will look at your paper when it is submitted for publication. Use these resources, and more, to ensure that your submission will be the best that you can make it.

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.

Additional Information

Book Reviews

System publishes reviews of books which are relevant to the interests of our readers. These reviews should go beyond a mere listing of the contents of a book, and should normally include a critical evaluation of the main ideas being discussed. Book reviews should not normally exceed **1500 words**, but the editor will accept longer reviews where seminal books are concerned. Except for the title and end of review, they should be in the same form as articles. The title should adopt the following form: **Welsh - The Language of Heaven?, W. Jones. Speculative Books Inc., Cardiff (2000). xiii + 242pp.** At the end of the review, the reviewer's full name and postal/e-mail address should be included.

Book reviews should be submitted as e-mail attachments in Word format, with no abstract or keywords to Jim Mckinley: J.McKinley@bath.ac.uk.

Review arrangements

As this journal has adopted a double-blind review system, please ensure that all identifying information is only included on the title page and any self-citations or co-author names are avoided within the manuscript text. The anonymous manuscript will be used in the peer review process and will be sent to reviewers who will, themselves, remain anonymous.

PREPARATION

We accept most wordprocessing formats, but MS Word is preferred. Always keep a backup copy of the electronic file for reference and safety. Save your files using the default extension of the program used.

Manuscripts should not exceed **7000 words** (not including references, appendices, etc.)

Please prepare the manuscript using **double spacing** and **wide margins** on one side. Use a font size of 10 or 12. Ensure that each new paragraph is clearly indicated. Present tables and figure captions on separate pages at the end of the manuscript. Number all pages consecutively. Material cited at length in the text should be indented. If possible, consult a recent issue of the journal to become familiar with layout and conventions.

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.](#)

Use of wordprocessing software

It is important that the file be saved in the native format of the wordprocessor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the wordprocessor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Guide to Publishing with Elsevier: <http://www.elsevier.com/guidepublication>).

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

Article structure

Subdivision - numbered sections

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

Introduction

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

Literature Review

Research Questions

Material and Methods

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

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 should be presented in a short Conclusions section, which should not simply repeat earlier sections.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.

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.** Where the family name may be ambiguous (e.g., a double name), please indicate this clearly. Present the authors' affiliation addresses (where the actual work was done) below 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 telephone numbers (with country and area code) are provided in addition to the e-mail address and the complete postal address. Contact details must be 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

A concise and factual abstract is required (of between **150-200 words**). The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

Highlights

Highlights are a short collection of bullet points that convey the core findings of the article, and are picked up by academic search engines. Highlights are optional and should be submitted in a separate file. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters per bullet point including spaces). See <http://www.elsevier.com/researchhighlights> for examples.

Keywords

Immediately after the abstract, provide a maximum of **10 keywords**, avoiding general and plural terms and multiple concepts (avoid, for example, "and", "of"). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Abbreviations

Abbreviations and acronyms that are not standard in this field should be spelled out in full at first mention, whether in the abstract or the article itself. Ensure consistency of abbreviations throughout the article.

Acknowledgements

Collate acknowledgements in a file which should be submitted as a separate submission item and do not, therefore, include them on the title page, as a footnote to the title or as part of the manuscript. 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.

Footnotes

Footnotes should be used very sparingly. Number them consecutively throughout the article, using superscript Arabic numbers. Many wordprocessors 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. Do not include footnotes in the Reference list.

Table footnotes

Indicate each footnote in a table with a superscript lowercase letter.

Artwork

Electronic artwork

General points

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.

A detailed [guide on electronic artwork](#) is available.

You are urged to visit this site; some excerpts from the detailed information are given here.

Formats

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format.

Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

EPS (or PDF): Vector drawings, embed all used fonts.

TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.

TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.

TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

Please do not:

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

Color artwork

Please make sure that artwork files are in an acceptable format (TIFF (or JPEG), EPS (or PDF), or MS Office files) and with the correct resolution. If, together with your accepted article, you submit usable color figures then Elsevier will ensure, at no additional charge, that these figures will appear in color online (e.g., ScienceDirect and other sites) regardless of whether or not these illustrations are reproduced in color in the printed version. **For color reproduction in print, you will receive information regarding the costs from Elsevier after receipt of your accepted article.** Please indicate your preference for color: in print or online only. [Further information on the preparation of electronic artwork.](#)

Figure captions

Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

Tables

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

References

Citation in text

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. Citation of a reference as 'in press' implies that the item has been accepted for publication.

Web references

As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.

Data references

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

Reference management software

Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support [Citation Style Language styles](#), such as [Mendeley](#) 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/system>

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

Reference style

Text: Citations in the text should follow the referencing style used by the American Psychological Association. You are referred to the Publication Manual of the American Psychological Association, Sixth Edition, ISBN 978-1-4338-0561-5, copies of which may be [ordered online](#) or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK.

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

Examples:

Reference to a journal publication:

Van der Geer, J., Hanraads, J. A. J., & Lupton, R. A. (2010). The art of writing a scientific article. *Journal of Scientific Communications*, 163, 51–59.

Reference to a book:

Strunk, W., Jr., & White, E. B. (2000). *The elements of style*. (4th ed.). New York: Longman, (Chapter 4).

Reference to a chapter in an edited book:

Mettam, G. R., & Adams, L. B. (2009). How to prepare an electronic version of your article. In B. S. Jones, & R. Z. Smith (Eds.), *Introduction to the electronic age* (pp. 281–304). New York: E-Publishing Inc.

Reference to a website:

Cancer Research UK. Cancer statistics reports for the UK. (2003). <http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport/> Accessed 13 March 2003.

Reference to a 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. <https://doi.org/10.17632/xwj98nb39r.1>.

Supplementary data

The Editors welcome audio, video, multimedia and other supplementary material such as background datasets to support and enhance your scientific research. Such electronic files should be submitted with the text, which should include an indication of where a link should be placed. Files supplied will be published online in the electronic version of your article in Elsevier Web products, including ScienceDirect <http://www.sciencedirect.com/>. All submitted files should be properly labeled so that they directly relate to the file's content. In order to ensure that your material is directly usable, please provide the files in one of our recommended file formats with a preferred maximum size of 50 MB. Please supply a still (thumbnail) with your files: you can choose any frame from the video or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our video instruction pages at <http://www.elsevier.com/artworkinstructions>. Note: since video 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.

RESEARCH DATA

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

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

Data linking

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

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

For [supported data repositories](#) a repository banner will automatically appear next to your published article on ScienceDirect.

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

Mendeley Data

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

For more information, visit the [Mendeley Data for journals page](#).

Data 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](#).

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](#).

Submission checklist

Ensure that:

One author has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address
- Telephone number

All necessary files have been uploaded, and contain:

- Keywords
- All figure captions
- All tables (including title, description, footnotes)

Further considerations

- Manuscript has been 'spell-checked' and 'grammar-checked'
- References are in the correct format for this journal
- All references mentioned in the Reference list are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Web)
- Color figures are clearly marked as being intended for color reproduction on the Web (free of charge) and in print, or to be reproduced in color on the Web (free of charge) and in black-and-white in print
- If only color on the Web is required, black-and-white versions of the figures are also supplied for printing purposes

For any further information please visit our customer support site at <http://service.elsevier.com>.

AFTER ACCEPTANCE

Online proof correction

Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors.

If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF.

We will do everything possible to get your article published quickly and accurately. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

Offprints

The corresponding author will, at no cost, receive a customized [Share Link](#) providing 50 days free access to the final published version of the article on [ScienceDirect](#). The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier's [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.

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>