TRENDS IN FOOD SCIENCE & TECHNOLOGY
An official journal of the European Federation of Food Science and Technology (EFFoST), and the International Union of Food Science and Technology (IUFoST)

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.3

DESCRIPTION

Trends in Food Science & Technology is one of the premier international peer-reviewed journals publishing critical reviews and commentaries of current technology, food science and human nutrition. Its role is to fill the gap between the specialized primary journals and general trade magazines by focusing on the most promising new research developments and their current and potential food industry applications in a readable, scientifically rigorous way.

Topics include new or novel raw materials including bioactive compounds, ingredients and technologies; molecular, micro- and macro-structure; new developments in food engineering; rapid techniques for online control; novel processing and packaging technologies; advanced biotechnological and nanoscience developments and applications in food research; quality assurance methods and application of -omics techniques; risk assessment of both biological and non-biological hazards in food; food allergies and intolerances; food function and relationships between diet and disease; and consumer attitudes to food and risk assessment.

Issues include a selection of Reviews, Commentaries, Conference Reports and Book Reviews, plus a calendar of upcoming conferences, courses and exhibitions. It does not publish research papers.

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

Food scientists and technologists, R & D managers, and consultants to the industry concerned with the application of science in the development of new and existing food products, their processing, storage and marketability.

IMPACT FACTOR

2018: 8.519 © Clarivate Analytics Journal Citation Reports 2019
ABSTRACTING AND INDEXING

Scopus
BIOSIS Citation Index
Bioscience Information Service (Biobusiness database)
CAB International
Current Contents - Agriculture, Biology & Environmental Sciences
Dairy Science Abstracts
EMBiology
Elsevier BIOBASE
FSTA (Food Science and Technology Abstracts)
Nutrition Abstracts
Research Alert
Web of Science
Science Citation Index
Chemical Engineering Biotechnology Abstracts

EDITORIAL BOARD

Executive Editor
P. Finglas, Quadram Institute Bioscience, Norwich, United Kingdom

European Editor
F. Toldrá, Instituto de Agroquímica y Tecnología de Alimentos (IATA), Paterna (Valencia), Spain

North American Editor
R.Y. Yada, The University of British Columbia, Vancouver, British Columbia, Canada

Asian Editor
W. Zhou, National University of Singapore, Singapore, Singapore

Advisory Editorial Board
K. Arihara, Kitasato University School of Veterinary Medicine Graduate School of Veterinary Medicine, Towada, Japan
K. Buckle, University of New South Wales, Sydney, New South Wales, Australia
R. Caiazza, University of Naples - Parthenope, Napoli, Italy
E.A. Decker, University of Massachusetts Amherst Department of Food Science, Amherst, Massachusetts, United States
I.C.F.R Ferreira, Polytechnic Institute of Bragança, Braganca, Portugal
K.G. Grunert, Aarhus University, Aarhus, Denmark
C. Hanny Wijaya, Bogor Agricultural University, Department of Food Science and Technology, Bogor, Indonesia
M. Hendrickx, KU Leuven Centre for Food and Microbial Technology, Heverlee, Belgium
P. Hongsprabhas, Kasetsart University, Bangkok, Thailand
A. Kelly, University College Cork School of Food and Nutritional Sciences, Cork, Ireland
D. Knorr, TU Berlin Department of Food Biotechnology and Food Process Engineering, Berlin, Germany
H. Lelieveld, Bilthoven, Netherlands
D. Liu, Zhejiang University School of Biosystems Engineering and Food Science, Hangzhou, China
X. Lu, The University of British Columbia, Vancouver, British Columbia, Canada
C.-Y. Ma, University of Hong Kong, Pokfulam, Hong Kong
N. P. Mahalik, California State University Fresno, Fresno, California, United States
L. Manning, Royal Agricultural University School of Agriculture Food and Environment, Cirencester, United Kingdom
J. O’Brien, Nestle Research Center, Lausanne 26, Switzerland
P. Rao, Fuzhou University, Fuzhou, China
S.S.H. Rizvi, Cornell University Department of Food Science, Ithaca, New York, United States
M.G. Scanlon, University of Manitoba, Winnipeg, Manitoba, Canada
W. Zhang, Nanjing Agricultural University College of Food Science and Technology, Nanjing, China
GUIDE FOR AUTHORS

INTRODUCTION

Trends in Food Science & Technology is one of the premier international peer-reviewed journals publishing critical reviews and commentaries on current technology, food science and human nutrition. Its role is to fill the gap between the specialized primary journals and general trade magazines by focusing on the most promising new research developments and their current and potential food industry applications in a readable, scientifically rigorous way. Topics include new or novel raw materials including bioactive compounds, ingredients and technologies; molecular, micro- and macro-structure; new developments in food engineering; rapid techniques for online control; novel processing and packaging technologies; advanced bio technological and nanoscience developments and applications in food research; quality assurance methods and application of -omics techniques; risk assessment of both biological and non-biological hazards in food; food allergies and intolerances; food function and relationships between diet and disease; and consumer attitudes to food and risk assessment.

The majority of articles are specially commissioned by the Editors. However, we do welcome ideas from readers for articles on new trends and controversies at the leading edge of food research. Questions regarding content of a proposed submission can be directed to the Executive Editor: Dr Paul Finglas, Institute of Food Research, Norwich Research Park, Colney, Norwich NR4 7UA, UK. E-mail: finglasp59@gmail.com

Types of paper

Ideas are welcomed for the following types of article: Reviews; Commentaries; Conference reports; Letters to the Editor.

Reviews focus on promising areas of food research that are advancing rapidly or in need of re-review in the light of recent progress in the underlying sciences or changing priorities within the food industry. More concise than conventional reviews, they should focus on the latest developments, their potential industrial applications and future research needs. (Must not exceed 10,000 words; seven Tables/Figures.)

The Commentary section provides a forum for personal opinions, observations or hypotheses, to present new perspectives and advance understanding of controversial issues by provoking debate and comment. Key arguments should, however, be supported by published references. (Must not exceed 5000 words; 5 Tables/Figures.)

Conference Reports highlight and assess important new developments presented at relevant conferences worldwide. If you would like to be a reporter for TIFS, please contact the Editor before the meeting, enclosing a copy of the latest conference circular.

Letters to the Editor concerned with issues raised by articles recently published in the journal or by recent developments in the food sciences are welcomed. These may be submitted informally to the Editor at any time.

Please note that Trends in Food Science and Technology does not accept research papers.

All articles should be international in scope and aimed at a broad audience of academic and industrial-based food scientists. Please note that commissioning does not guarantee acceptance; all Reviews and Commentary articles, are subjected to editorial and independent peer review by at least two international experts in the appropriate field to ensure that they are balanced and scientifically accurate.

Manuscripts that fail to follow the guidelines set out in this Guide for Authors will be returned to the authors without review.

Special Issues

The journal welcomes proposals for special issues to be published from relevant conferences, EU and other projects, and relevant themes/hot topics.
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'
• Lines must be numbered
• The abstract is prepared as a structured abstract - see guidance on how to prepare a structured abstract in this Guide for Authors, or see articles published in the journal for examples
• 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 Internet)
• Printed version of figures (if applicable) in color or black-and-white. Indicate clearly whether or not color or black-and-white in print is required.
• 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 competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. More information.

Submission declaration and verification
Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see 'Multiple, redundant or concurrent publication' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in
English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service Crossref Similarity Check.

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

Use of inclusive language
Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. ‘chairperson’ instead of ‘chairman’ and 'flight attendant' instead of 'stewardess').

Author contributions
For transparency, we encourage authors to submit an author statement file outlining their individual contributions to the paper using the relevant CRediT roles: Conceptualization; Data curation; Formal analysis; Funding acquisition; Investigation; Methodology; Project administration; Resources; Software; Supervision; Validation; Visualization; Roles/Writing - original draft; Writing - review & editing. Authorship statements should be formatted with the names of authors first and CRediT role(s) following. More details and an example

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

Copyright
Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see more information on this). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations. If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has preprinted forms for use by authors in these cases.

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

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

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.
Role of the funding source
You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

Open access
Please visit our Open Access page from the Journal Homepage for more information.

Language (usage and editing services)
Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier’s Author Services.

Submission
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.

Authors must provide and use an email address unique to themselves and not shared with another author registered in EES, or a department.

Referees
Authors are required to submit, with the manuscript, the names, addresses and e-mail addresses of five potential referees. Note that the editor retains the sole right to decide whether or not the suggested reviewers are used.

PREPARATION

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

Suggested Reviewers
As of 1 June 2017, authors are required to submit with their articles, the names, complete affiliations (spelled out), country and contact details (including current and valid (preferably business) e-mail address) of four potential reviewers. Email addresses and reviewer names will be checked for validity. Your potential reviewers must not be from your institute, and at least two should be from a different country from where you are based. Authors must not suggest reviewers with whom they have collaborated within the past two years. Your submission will be rejected if these are not supplied. Names provided may be used for other submissions on the same topic. Reviewers must have specific expertise on the subject of your article. Briefly state the appropriate expertise of each reviewer. For each reviewer you suggest you must include details of two recent relevant research or review papers authored by the potential reviewer which have appeared in good quality scientific journals. Full details to be provided in the covering letter with your submission. Authors cited in your paper can be useful suggested reviewers, provided that they have published in the field over the last few years.

Use of word processing software
It is important that the file be saved in the native format of the word processor 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 word processor’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). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. 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.

Article structure

Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Main text, Future Trends or Conclusion (indicating current hypotheses, potential applications and likely future trends and research needs), References, Figure Captions, Figures and then Tables. Do not import the Figures or Tables into your text.

Essential title page information

• **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

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

• **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

Highlights

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

Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

Abstract

**Structured Abstracts - a new requirement for submissions as of 1 April 2015**

Review and Commentary articles for TIFS should contain a structured abstract, subdivided into sections entitled "Background"; "Scope and Approach"; and "Key Findings and Conclusions". This structured abstract should provide the context or background for the review and why it was carried out. It should emphasize any new and important findings of the review. **Structured abstracts should not exceed 250 words.**

Here is an example of a structured abstract for a review article.

**Background**

**Food poisoning** related to sanitary problems is among the most widespread illnesses in the world. The non-hygienic preparation and handling of food in households accounts for a large number of **foodborne disease** outbreaks. These outbreak cases could be avoided if preventive behaviors were adopted during food preparation. Educational actions offer a preventive information strategy for reducing the cases of foodborne diseases in households.

**Scope and Approach**
In this review the importance of good practices for food handling in Brazilian households in order to control foodborne diseases are described. This study emphasizes the importance of foodborne disease control, starting with changing food handlers’ habits to ensure that they use best practices in their own homes. Food handlers are the consumers and employees that are most aware of the activities linked to the food production chain.

Key Findings and Conclusions
Educational actions, in the form of a program of good food preparation practices in households, are of paramount relevance. Such programs should be developed with methodologies consistent with the target audience and should take into account the causes of possible failures. Furthermore, the school place is the ideal setting for early intervention in hygiene education, assuming that childhood is the best time for learning. Children are more open to changes in attitude and can take these habits into households, encouraging hygienic behaviors throughout the family. Dissemination of knowledge as early as possible in the schools is a concrete form of risk communication because it builds trust and credibility.

Keywords - new requirement for submissions as of 1 April 2015
Immediately after the abstract, provide a maximum of 6 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. Examples of keywords are in bold in the sample structured abstract above.

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.

Footnotes
Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

Artwork
Electronic artwork
General points
• Make sure you use uniform lettering and sizing of your original artwork.
• Embed the used fonts if the application provides that option.
• Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
• Number the illustrations according to their sequence in the text.
• Use a logical naming convention for your artwork files.
• Provide captions to illustrations separately.
• Size the illustrations close to the desired dimensions of the published version.
• Submit each illustration as a separate file.
• Ensure that color images are accessible to all, including those with impaired color vision.

A detailed guide on electronic artwork is available. You are urged to visit this site; some excerpts from the detailed information are given here.

**Formats**

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format. Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

- EPS (or PDF): Vector drawings, embed all used fonts.
- TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
- TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
- TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

**Please do not:**

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

**Color artwork**

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

**Figure captions**

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

**Tables**

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). Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. If these references are included in the reference list they should follow the standard reference style of the journal and should include a substitution of the publication date with either ‘Unpublished results’ or ‘Personal communication’. Citation of a reference as 'in press' implies that the item has been accepted for publication.

**Web references**

As a minimum, the full URL should be given and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be given. Web references can be listed separately (e.g., after the reference list) under a different heading if desired, or can be included in the reference list.
Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

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

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

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:

Reference to a journal publication with an article number:

Reference to a book:

Reference to a chapter in an edited book:

Reference to a website:

Reference to a dataset:

Reference to a conference paper or poster presentation:
Reviews should not contain more than 100 references; Commentaries or Features should not exceed 50 references.

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

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

**Data in Brief**
You have the option of converting any or all parts of your supplementary or additional raw data into one or multiple data articles, a new kind of article that houses and describes your data. Data articles ensure that your data is actively reviewed, curated, formatted, indexed, given a DOI and publicly available to all upon publication. You are encouraged to submit your article for *Data in Brief* as an additional item directly alongside the revised version of your manuscript. If your research article is accepted, your data article will automatically be transferred over to *Data in Brief* where it will be editorially reviewed and published in the open access data journal, *Data in Brief*. Please note an open access fee of 600 USD is payable for publication in *Data in Brief*. Full details can be found on the *Data in Brief* website. Please use this template to write your Data in Brief.

**AFTER ACCEPTANCE**

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

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

**Offprints**
The corresponding author will, at no cost, receive a customized Share Link providing 50 days free access to the final published version of the article on ScienceDirect. The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier's Author Services. Corresponding authors who have published their article gold open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

**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.