DESCRIPTION

A well-established international quarterly, the *Journal of Historical Geography* publishes articles on all aspects of *historical geography* and cognate fields, including *environmental history*. As well as publishing original research papers of interest to a wide international and interdisciplinary readership, the journal encourages lively discussion of methodological and conceptual issues and debates over new challenges facing researchers in the field. Each issue includes a substantial book review section, and there is a regular feature on ‘Historical Geography at Large’ devoted to the public impact of research in the field.

Themes covered in the Journal include:

- The geographies of places and environments in the past
- The dynamics of place, space and landscape
- Historiography and philosophy of historical geography
- Methodological challenges and problems in historical geography
- Landscape, memory and environment

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

Historical geographers

IMPACT FACTOR

2018: 0.882 © Clarivate Analytics Journal Citation Reports 2019
ABSTRACTING AND INDEXING

Book Review Index
Social SciSearch
Current Contents
Arts & Humanities Search
Engineering Village - GEOBASE
UnCover
America: History and Life
Historical Abstracts

EDITORIAL BOARD

Editor-in-Chief
Nicola Thomas, University of Exeter, EX4 4QJ, Exeter, United Kingdom

Editor
K. Maria. D. Lane, University of New Mexico, Albuquerque, New Mexico, United States
Divya Tolia Kelly, University of Sussex Department of Geography, Brighton, United Kingdom
Diogo de Carvalho Cabral, University of London Institute of Latin American Studies, London, United Kingdom
Stephen Legg, University of Nottingham School of Geography, Nottingham, United Kingdom

Book Review Editors
Joshua Hagen, Northern State University College of Arts and Sciences, 1200 South Jay Street, Aberdeen, South Dakota, 57401, United States
Cheryl Mcgeachan, University of Glasgow School of Geographical and Earth Sciences, East Quad, G12 8QQ, Glasgow, United Kingdom

Editorial Board
Philippe Boulanger, University of Applied Sciences Palaiseau, Palaiseau, France
Christian Brannstrom, Texas A&M University College Station, College Station, Texas, United States
Caroline Bressey, University College London, London, United Kingdom
Laura J Cameron, Queen's University, Kingston, Ontario, Canada
Pavel Chromy, Charles University, Prague, Czech Republic
William J. Cronon, University of Wisconsin Madison, Madison, Wisconsin, United States
Stephen Daniels, University of Nottingham, Nottingham, United Kingdom
Diana Davis, University of California Davis, Davis, California, United States
Dydia DeLyser, Louisiana State University Department of Geography and Anthropology, Baton Rouge, Louisiana, United States
Mona Domosh, Dartmouth College, Hanover, New Hampshire, United States
Felix Driver, Royal Holloway University of London Department of Geography, Egham, United Kingdom
Matthew Edney, University of Southern Maine, Portland, Maine, United States
Georgina Endfield, University of Liverpool, Liverpool, United Kingdom
Michael Heffernan, University of Nottingham, Nottingham, United Kingdom
Stephen J. Hornsby, University of Maine, Orono, Maine, United States
Philip Howell, University of Cambridge, Cambridge, United Kingdom
Peter Hulme, University of Essex, Colchester, United Kingdom
Gerry Kearns, National University of Ireland Maynooth, Maynooth, Ireland
Taisaku Komeie, Kyoto University, Kyoto, Japan
David Lambert, University of Warwick, Coventry, United Kingdom
K. Maria. D. Lane, University of New Mexico, Albuquerque, New Mexico, United States
Alan Lester, University of Sussex, Brighton, United Kingdom
David N. Livingstone, Queen's University Belfast, Belfast, United Kingdom
Hayden Londer, University of Glasgow, Glasgow, Scotland, United Kingdom
George Lovell, Queen's University, Kingston, Ontario, Canada
Robert Mayhew, University of Bristol School of Geographical Sciences, Bristol, United Kingdom
Karen M. Morin, Bucknell University, Lewisburg, Pennsylvania, United States
Simon Naylor, University of Exeter Department of Geography, Exeter, United Kingdom
Linda A. Newson, King's College London, London, United Kingdom
Karol Offen, Oberlin College, Oberlin, Ohio, United States
Eric J. Pawson, University of Canterbury, Christchurch, New Zealand
Susan Schulten, University of Denver, Denver, Colorado, United States
Joan Schwartz, Queen's University, Kingston, Ontario, Canada
Que Weimin, Peking University, Beijing, China
Robert Wilson, Syracuse University, Syracuse, New York, United States
Gordon Winder, Ludwig Maximilians University Munich, Munich, Germany
Charles Withers, The University of Edinburgh, Edinburgh, United Kingdom
Graeme Wynn, The University of British Columbia, Vancouver, British Columbia, Canada
GUIDE FOR AUTHORS

INTRODUCTION

A well-established international quarterly, the *Journal of Historical Geography* publishes articles on all aspects of historical geography and cognate fields, including environmental history. As well as publishing original research papers of interest to a wide international and interdisciplinary readership, the journal encourages lively discussion of methodological and conceptual issues and debates over new challenges facing researchers in the field. Each issue includes a substantial book review section, and there is a regular feature on 'Historical Geography at Large' devoted to the public impact of research in the field.

Themes covered in the Journal include:
- The geographies of places and environments in the past
- The dynamics of place, space and landscape
- Historiography and philosophy of historical geography
- Methodological challenges and problems in historical geography
- Landscape, memory and environment

**Types of paper**

Paper Length: Standard articles should generally not exceed 10,000 words, including notes. Tables, maps, diagrams and photographs do not contribute to this word count, but they should be professionally produced and central to the argument of the paper. Longer papers may occasionally be accepted for publication. Papers for Historical Geography at Large should be in the region of 2-3,000 words. The length of Commentaries, Conference Reports, Obituaries and Review Essays are subject to discussion with editors.

**Contact details for submission**

Authors of Reviews and Review Articles should email copy direct to the appropriate regional Book Review Editor: Joshua Hagen [Joshua.Hagen@northern.edu] for North American authors or Cherly McGeachan [Cheryl.McGeachan@glasgow.ac.uk] for the rest of the world. Book Reviews should NOT be submitted via the online system.

Authors who are unable to provide an electronic version or whose circumstances prevent online submission must contact the Journal Editorial Office prior to submission to discuss alternate options, email: jhg@elsevier.com

Papers submitted to the *Journal of Historical Geography* will normally be evaluated by three referees. Authors and referees will remain anonymous, though some referees may opt to submit 'open' reports. Referees are asked to pay particular attention to the originality of the paper's empirical research, the skill with which the author(s) present and analyse their evidence, and the importance of their research to wider theoretical debate. To be accepted, therefore, a paper must make an original and significant contribution to the general field of historical geography and be properly grounded in the relevant literature.

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.

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').

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.

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 for more information.

Elsevier Researcher Academy
Researcher Academy is a free e-learning platform designed to support early and mid-career researchers throughout their research journey. The "Learn" environment at Researcher Academy offers several interactive modules, webinars, downloadable guides and resources to guide you through the process of writing for research and going through peer review. Feel free to use these free resources to improve your submission and navigate the publication process with ease.

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

Submission
Submission to this journal proceeds totally online and you will be guided stepwise through the creation and uploading of your files. The system automatically converts source files (the individual files you are required to submit) to a single PDF file of the article, which is used in the peer-review process. Please note that even though manuscript source files are converted to PDF files at submission for the review process, these source files are needed for further processing after acceptance. All correspondence, including notification of the Editor's decision and requests for revision, takes place by e-mail removing the need for a paper trail.

Submission Site for Journal of Historical Geography
To submit your paper please click here: https://www.evise.com/profile/api/navigate/YJHGE

PREPARATION

Journal Style. Papers should be set out in the manner of recent volumes of the Journal of Historical Geography and as below. Beyond this The Oxford Dictionary for Writers and Editors (Oxford University Press, 1981) should be consulted. Spelling can conform either to British usage (following The Shorter Oxford English Dictionary) or to American usage (following Webster's New International Dictionary) though care should be taken to ensure consistency. Please use double line spacing.

Matters of style

Single quotation marks should be used throughout the manuscript, except for quotes within quotes. Avoid the use of 'scare quotes' and using italic for emphasis. For quotations, the order of punctuation should be quote mark, full stop, superscript number for footnote. That is '27. Centuries should be referred to by word rather than number (twentieth rather than 20th). Avoid the use of abbreviations such as e.g., i.e. and etc. Initials should be given without spaces, such as E.P. Thompson. Dashes used within the text — as a form of punctuation — should be em dashes (—) with spaces either side. Em dashes without spaces should be used for year ranges, as in 1812—1815. Avoid using hyphens where possible. Thus, reenactment not re-enactment, and also mid nineteenth century not mid-nineteenth century. Ellipses in quotations should be given as with spaces either side and, when they end a sentence, as . Numbers should be written in full up to ninety-nine and where round (twenty, one hundred, two thousand), except in technical or statistical contexts, or when referring to money (2000 or $500). Foreign language words not in common usage should be given in italic on first use, and in a context that clearly describes what is referred to. Capitalization: lower case for north, south, east and west; eastern, southern; and northeast, southwest etc. except where they are part of place names, or as proper nouns. For people and positions: use upper case for ranks and titles when written in
conjunction with a name, but lower case when on their own. Thus Queen Elizabeth, but the queen; President Kennedy, but the president. Office-holders should usually be lower case: the prime minister, the director of the Science Museum, the archbishop. For organizations, the first usage should be the full name with capitals (the Scottish Parliament, the Supreme Court), subsequent shortened usage should usually be lower case (the parliament, the court).

Headings

The text should be organized under appropriate section heading, although you should not use any heading for the opening section. Section headings should be marked as follows: primary headings should be typed in capitals and underlined; secondary headings should be typed with initial capital letters and underlined; tertiary headings should be typed in lower case and underlined. Any subsequent headings should be preceded by a Roman numeral (i, ii, iii etc.) placed on the first line of text and underlined. All headings should be placed on the lefthand side of the text.

Notes

JHG uses a footnote reference system. Notes should be numbered sequentially through the paper. Authors should avoid long discursive notes and consolidate their notes to avoid excessive repetition of the same reference or source. For notes containing more than one citation, the citations should be separated by a semi-colon. Citations for quotations should only include the cited page(s) not the full page range of the article or chapter, even on the first citation. Citation of a reference as 'in press' implies that the item has been accepted for publication. Responsibility for the accuracy of bibliographic citations lies entirely with the authors.

Superscript numbers indicating notes should appear at the end of sentences, rather than in mid sentence. The notes themselves should appear at the end of the submitted manuscript under a primary section heading 'NOTES', or as footnotes.

Reference Style

References should be given in the following form. Please note in particular the lack of capitals and quote marks for paper and chapter titles, the absence of publishers' names, the absence of p. or pp. for page numbers (which are given in full, i.e. 160—189), and the use of semicolons to separate references within a footnote. Short titles for subsequent citation should include enough of the title to makes sense, and ibid, op. cit., loc. cit. should not be used. Consult the most recent issue for examples of circumstances not covered below.


Website: Give details of author, title and so on, with the url in full followed by the date last accessed: For example, Great Britain Historical Geographical Information System, http://www.port.ac.uk/research/gbhgis/ last accessed 2 May 2016.

Short title for subsequent citation of page 201 of the thesis: Porter, Towards a quantitative methodology for exploring maps and early mapping, 201.

**Manuscript and archival materials:**

Full reference must be given for the sources of manuscript and other unpublished materials cited for the first time. In subsequent references to the same material, an abbreviation can be used for the source (indicated in the first reference). Names may also be shortened in repeat references. Folio or page numbers should be at the end of the reference, pp. and p. and ff. or f. are not used.

**Examples:**

John Brown to Lord Elgin, 15 September 1839, Brown Collection, State Library of Western Australia, Perth [hereafter SLWA], 2. Short title for subsequent citation: Brown to Elgin, 15 September 1839, SLWA, 2.


**Peer review**

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

**Double-blind review**

This journal uses double-blind review, which means the identities of the authors are concealed from the reviewers, and vice versa. More information is available on our website. To facilitate this, please include the following separately:

- **Title page (with author details):** This should include the title, authors' names, affiliations, acknowledgements and any Declaration of Interest statement, and a complete address for the corresponding author including an e-mail address.
- **Blinded manuscript (no author details):** The main body of the paper (including the references, figures, tables and any acknowledgements) should not include any identifying information, such as the authors' names or affiliations.

**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).

Collate acknowledgements in a separate file and do not, therefore, include them on the title page, as a footnote to the title or otherwise. Please upload this with the file type Acknowledgement. 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.

**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/halftone (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.

**Figure Captions**

Each figure must have a caption which is not on the figure itself and begins with the abbreviation Fig., followed by the number and a period, all in bold, as in Fig. 1., which is keyed to a parenthetical callout in the appropriate place in the text, as in (Fig. 1), not in bold. Supply captions separately as a list at the end of your manuscript file, which includes all captions. Captions should comprise a brief descriptive title for the figure, and, following the word Source: should give the origin or location of the figure and, where applicable, the publication permission details as specified by the image or copyright holder, as in Source: used with permission from the Walter P. Reuther Library, George Edwards Jr. Collection, Part 3, Box 103, Folder 1936—1954. Use italic for the titles of books and works of art.

**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. Each table should have a separate caption with a descriptive title and details of the source of the data presented.
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.

Video
Elsevier accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. In order to ensure that your video or animation material is directly usable, please provide the file in one of our recommended file formats with a preferred maximum size of 150 MB per file, 1 GB in total. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including ScienceDirect. Please supply 'stills' with your files: you can choose any frame from the video or animation or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our video instruction pages. Note: since video and animation cannot be embedded in the print version of the journal, please provide text for both the electronic and the print version for the portions of the article that refer to this content.

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.

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](https://www.mendeley.com/data/).

**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 ScienDirect. For more information, visit the [Data Statement page](https://www.elsevier.com/ locate/jhg).

**Submission checklist**

The following list will be useful during the final checking of an article prior to sending it to the journal for review. Please consult this Guide for Authors for further details of any item.

**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
- Telephone and fax numbers

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
- 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](http://service.elsevier.com).

**Additional information**

**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.

**Additional information**

**AUTHOR INQUIRIES**
Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch. You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2018 Elsevier | https://www.elsevier.com