

# Journal of Environmental Monitoring

## Guidelines for Authors†

Also see: [www.rsc.org/authorguidelines](http://www.rsc.org/authorguidelines)

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#### 1.0 General policy

The *Journal of Environmental Monitoring* publishes full research papers, critical reviews, mini-reviews, communications, perspectives, technical notes, news articles and articles on legislative issues. The journal's mission is "To stimulate and publish cutting-edge physical, chemical and biological research relating to the detection, measurement, impact, pathways, and management of contaminants in all environments, with special emphasis on the effect of exposure to contaminants and assessment of associated health risks". The scope of *JEM* covers an extensive set of subject areas; theoretical, fundamental and applied papers are welcome on the areas detailed below:

- Physicochemical Processes (source characterisation, methods of contaminant transport, deposition)
- Contaminant Pathways (uptake, metabolism, transformation and fate)
- Analysis of contaminants
- Multi-media Environmental Sampling and Monitoring

(dusts, particles, bioaerosols, gases/vapours, chemicals, radiation, soils, waters, physical agents, noise, detection and measurement of emissions, effluents and wastes and their by-products originating from natural and anthropogenic sources)

- Biological Monitoring (the measurement of chemicals and their metabolites in plasma, urine, tissue, *etc.*, in humans, animals or plants, toxicokinetics, biological exposure indices, dose-response relationships, exposure and risk assessment)
- Biological Surveillance (the combination of biological monitoring of exposure and the early detection of health impairments)
- Advances in Monitoring Equipment (continuous monitoring devices giving warnings for exceedances, bio-analytical sensors, miniaturised portable technology including personal/lapel-badge sensors of pumped or diffusive type, miniaturised chromatographic, spectroscopic and other analytical equipment for in-field use, remote sensing/monitoring, scale-up technology for industrial use, data acquisition and manipulation)
- Speciation of Environmental Contaminants (*i.e.* characterisation or detection of specific chemical, physical or morphological forms of elements, compounds or other agents)
- New methodologies
- Monitoring and Sampling Strategies (metrology, considerations of sampling frequency and network design, representativity, variability, reproducibility and sample size)
- Quality Control and Assurance (validation, reference materials and traceability, international standardisation)
- Legislative Issues (regional, national and international guidelines and information on exposure limits and acceptable concentrations of contaminants in all environments)

#### 2.0 Article types

##### 2.1 Full papers

Original research papers on all the subjects outlined above and related areas are encouraged and welcomed. All papers should give due attention to overcoming limitations and to underlying principles. All contributions will be judged on the criteria of (i) originality and quality of scientific content, (ii) contribution to our existing knowledge of the subject area, (iii) clarity of objectives and aims of the work, and (iv) appropriateness of length to content of new science. *JEM* is not an archive for large data sets—such papers are not within the scope of the journal. Papers reporting local studies are also not acceptable, all papers should provide insights that go beyond those of the original local interest.

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† For more detailed information on this topic, including guidelines for article layout, preparation of illustrations, presentation of experimental data, and supplementary information deposition, as well as links to useful websites, templates and other software resources, and authoring tools, see: <http://www.rsc.org/authorguidelines>.

All reported measurements should have their uncertainties and limitations clearly stated. **It should be emphasised that it is mandatory to justify and/or reference all claims regarding health impairments or toxic consequences.**

Although short articles are acceptable, The Society strongly discourages fragmentation of a substantial body of work into a number of short publications. Unnecessary fragmentation will be a valid reason for rejection of manuscripts.

Referees of papers submitted to *JEM* are also asked to comment on the appropriateness of any optimization and/or experimental design procedures used and the correctness of any statistical procedures applied for the evaluation of results. Descriptions of methods should be supported by experimental results showing accuracy, precision, sensitivity and selectivity. If the paper presents analytical results, these should be qualified by inclusion of quality control data, including certified reference materials where appropriate, spike recoveries, blanks and other relevant information for validation of the presented results. Referees also give consideration to whether the length of an article is commensurate with its interest to the scientific community. **Papers that do not give due consideration to any/all of these topics may be rejected.**

## 2.2 Communications

These must report preliminary research findings that are novel/original, of immediate interest and are likely to have a high impact on the *JEM* community. Communications receive priority treatment and are published within approximately 8 weeks of receipt. Authors must provide a short paragraph explaining why their work justifies rapid publication as a communication.

## 2.3 Perspectives

These may be articles providing a personal view of part of one discipline associated with *JEM* (its present state, where it may be leading, etc) or a philosophical look at a topic of relevance. Alternatively, Perspectives may be historical articles covering a particular subject area or the development of particular legislation, technologies, methodologies or other subjects within the scope of *JEM*.

## 2.4 Technical Notes

These should be brief descriptions of instrumental developments, techniques or applications that offer definite advantages over those already available. Technical Notes should offer practical solutions to problems that are of interest to the *JEM* readership and merit publication, but neither a Full Paper nor an Urgent Communication is justified. Technical Notes are subject to a strict three-page limit and should be as brief as possible; wherever appropriate authors should use references to the established technique, explaining in full only what is novel about the proposed approach.

## 2.5 Critical Reviews

These must be a *critical* evaluation of the existing state of knowledge on a particular facet of environmental science. However, some original work may be included. Simple literature surveys will not be accepted for publication. It is desirable that potential review writers should contact the Managing Editor before embarking on their work.

## 2.6 Mini-Reviews

These are summaries of research in a well-defined, specific topic area covering approximately the last 24 months (guideline).

- Given topics should review work no more than 24 months old.
- Articles should cover only the most interesting/significant developments in that specific subject area.
- The article should be highly critical and selective in referencing published work.
- One or two paragraphs of speculation about possible future developments may also be appropriate in the conclusion section.
- Mini-reviews should be brief, four journal pages are recommended (*ca.* ten double spaced, typed A4 pages) and should contain no more than two or three tables and a minimal number of figures.

Mini-reviews may also cover techniques/technologies that are too new for a full review or may address a subset of technologies available for a given area of research.

## 3.0 Submission

### 3.1 Initial submission

Articles should be submitted using the RSC file upload service, ReSource.<sup>‡</sup>

On submitting their manuscripts, authors are encouraged to supply the names and addresses of 2–3 potential referees. Owing to the non-availability of many referees and editorial staff in July–August each year, authors are advised to limit their submissions during this period in order to minimize delays.

Rapid publication is aided by careful preparation of text and illustrations. Particular attention is drawn to the use of (i) SI units and associated conventions, (ii) IUPAC nomenclature for compounds and (iii) standard methods of literature citation.

The RSC ReSource service allows any number of files to be uploaded. All files relating to a single manuscript should be uploaded simultaneously during one transaction. Files uploaded separately will result in more than one manuscript number being assigned and may subsequently be lost.

All authors submitting work for publication are required to agree a Licence to Publish. Authors submitting online will be asked to agree a Licence to Publish as part of the process. Alternatively, a downloadable PDF version is available,<sup>‡</sup> which can be completed and forwarded to the Editorial Office.

After submission your file will be acknowledged by the Editorial Office as soon possible. Authors should contact the Editorial Office if they have not received an acknowledgement within 4 working days. Authors should not forward more than one version of their manuscript or submit the manuscript by post or e-mail to avoid errors in manuscript handling by the Editorial Office.

### 3.2 Submission of revised articles and material for proof preparation

Revised manuscripts should be sent to the Editorial Office by file upload *via* ReSource.<sup>‡</sup>

Please check the manuscript carefully for consistency, particularly in the representation of chemical formulae, compound names and words with alternative spellings.

Successful use of your electronic files should speed up the production process and avoid errors being introduced. Authors should ensure that files submitted at this stage contain the final version of their manuscript. Proof corrections should only correct errors from the Production process and should not be used to make general changes to the text.

We will try to use the supplied data in our production process, but mathematical equations and tables in particular may be re-keyed by the typesetter. It is imperative that authors check their proofs (including any tabulated data and figures) very carefully. Papers are published as advance Articles on the web as soon as possible after the return of proof corrections. Late corrections cannot be incorporated after publication of the Advance Article.

## 4.0 Administration

Receipt of a contribution for consideration will be acknowledged immediately by the Editorial Office indicating a paper reference number. Authors are specifically asked to quote this number on all subsequent correspondence.

All papers (including those for special issues) are sent simultaneously to at least two referees, whose names are not disclosed to the authors. On the basis of the referees' reports, the Managing Editor decides whether the paper is suitable for publication, either unchanged or after appropriate revision. This decision and relevant comments of the referees are communicated to the author. Differences of opinion are mediated by the Managing Editor, possibly after consultation with further referees, or, in the last resort, by the Editorial Board/Scientific Editors.

When rejection of a paper is recommended, the Managing Editor informs the author. Authors have the right to appeal to the Editorial Board through the Managing Editor if they regard a decision to

<sup>‡</sup> See <http://www.rsc.org/resource>.

reject as unfair.

#### **4.1 Copyright**

*JEM* is copyright of The Royal Society of Chemistry and apart from fair dealing for the purposes of research or private study, or criticism or review, as permitted under the Copyright, Designs and Patent Act 1988 no part of the journal may be reproduced without prior permission in writing from the Society. Forms requesting permission to reuse material from *JEM* are available *via* ReSource.‡

Authors submitting work for publication are required to sign an exclusive 'Licence to Publish' form which should accompany all submissions (available *via* ReSource‡). Publication cannot proceed without this completed form. Submission of a manuscript will be regarded as an undertaking that the same material is not being considered for publication by another journal in any language and will not be considered elsewhere until the Society informs the author that it does not intend to publish the work.

Papers that are accepted for publication must not be published elsewhere, in whole or in part, except by permission in writing from The Royal Society of Chemistry.

#### **4.2 Proofs**

The address to which proofs are to be sent should accompany the paper. Proofs should be carefully checked and returned immediately (preferably by express mail, e-mail or fax). Particular attention should be paid to numerical data both in the tables and text. Publication times can be kept to a minimum and papers processed more efficiently if authors provide their e-mail and fax details for correspondence, on submission.

#### **4.3 Offprints**

A .PDF file of the published paper is supplied to the corresponding author of each paper.

#### **4.4 Scientific Editors/Editorial Board**

For the benefit of all potential contributors wishing to discuss the scientific content of their paper(s) contact details for the Scientific Editors/Editorial Board are printed on the inside front cover of each issue. Requests for help or advice on any matter related to the preparation of papers and their submission to *JEM* can be directed to the appropriate member of the Group (according to discipline).