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Proceedings of the Royal Society of Queensland **PREVENTATIVE HEALTH SPECIAL ISSUE 2019**

GUIDE TO AUTHORS

Updated November 2018 to extend deadline for manuscripts to 31 March 2019

INTRODUCTION

The *Proceedings of the Royal Society of Queensland* (PRSQ) publishes topics of relevance to Queensland in the natural sciences. From time to time the Society publishes “Special Issues” on a focused theme. The Society has previously published several *Special Issues*, such as *Landscape Health* (2002), and *Public Information: Your Right to Know* (1981).

The Society has decided to produce a *Special Issue* of the Proceedings focused on the pre-conditions of well-being and the consequences of not funding preventative health programs adequately. A Guest Editor has generously volunteered to undertake the editorial role for this Special Issue.

It is proposed to publish the next *Special Issue* in the first half of 2019, separately from the standard issue, edition 123, of the *Proceedings*.

All papers submitted for this *Special Issue* (except abstracts of students’ dissertations) will be peer reviewed prior to a decision being taken on their publication. Papers submitted for publication must not contain material that has either been published or is currently under consideration for publication elsewhere.

Guest Editor

The Guest Editor for the Special Issue is Dr Joseph McDowall:

Dr Joseph J. McDowall
Executive Director (Research)
CREATE Foundation
Visiting Fellow
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PROVISIONS APPLYING TO THIS SPECIAL ISSUE OF PROCEEDINGS

Scope

This *Special Issue* will be focused on scientific evidence of the causes of chronic disease, the preconditions for well-being, and the costs and consequences of not funding programs aimed at community well-being adequately. "Science" will be interpreted broadly. The *Special Issue* will be focused on the evidence of what works and doesn't work, drawn from the natural sciences, the biomedical sciences, and the social sciences.

Papers from scholars and practitioners in the medical and health sectors will be welcome. Papers can include results of clinical practice, as long as the discussion shows their application in a broader context. Papers demonstrating economic cost and benefit based upon real-life data will be welcome.

Papers of a policy orientation from public officers and civil society will be welcome.

The *Special Issue* will include the model of preventative health deriving from the two deliberative workshops held in 2018 and the third to be held in February 2019.

Types of manuscript

The following types of manuscripts will be considered:

(i) **Scientific Papers** – Full papers containing substantial new data or a substantial review. Submitted papers should not exceed 20 printed pages including figures, tables and reference list; or about 10,000 words in the body of the text.

(ii) **Short Communications** – A maximum of 4000 words. Primary research articles reporting discrete items of completed research or topical reports of developments relevant to the special topic.

(iii) **Thesis Abstracts** – A maximum of 500 words. Thesis abstracts aim to disseminate and summarise work performed at the Honours, MSc, and PhD level. The author must provide evidence that the thesis has been completed and accepted. (Thesis abstracts will not need to be peer reviewed).

(iv) **Opinion Papers and Historical Papers** – An opinion piece (maximum of 6000 words) should be of interest to a broad readership, with an emphasis on its Queensland relevance and without polemics. A brief review and critique of past and current work should be given, but the author's own outlook on the subject should be included, in addition to their view on new directions in the field and how it should progress. The author does not have to agree with conventional thought, but should present both sides of any debate. Historical papers should describe past events related to the Queensland context. These papers should include an abstract, introduction, and conclusion as well as the appropriate headed sections within the paper.

(v) **Book Reviews** – Authors or people aware of books on topics within the scope of the *Special Issue* may contact the Editor to arrange for a book review by a mutually agreed reviewer who has demonstrated expertise in the topics covered. Such reviews may be up to 2000 words, and include profiles of the book author and reviewer.

The RSQ acts to highlight research and researchers relevant to Queensland. To further this, an Author Profile may appear at the end of each paper. It contains brief details of the authors and their research interest. It can be up to a maximum of 100 words in length.

Submission process

All prospective authors should contact the Guest Editor at an early stage to indicate their interest in submitting a paper.

Authors should submit their papers electronically to the Special Issue Guest Editor. The submission will normally consist of the following files:

1. Manuscript in Microsoft Word format.
2. Figure captions in Microsoft Word format.
3. Each table and figure submitted separately in table format or as TIFF files.

Style guide

A style guide is appended.

Peer review

Authors may include with their submission the names, affiliations, and email addresses of two possible referees expert in the field. Such persons should be chosen so as to give a completely independent and unbiased appraisal of the submitted paper. The referees eventually chosen by the Guest Editor will however be anonymous to the author (single blind review).

Proof corrections, costs and offprints

Proofs will be sent to the author via e-mail as an Acrobat PDF (portable document format) file. The e-mail server must be able to accept attachments up to 4 MB in size. Acrobat Reader will be required in order to read this file. This software can be downloaded (free of charge) from the Adobe.com Web site.

Authors are requested not to make major changes to their papers at the proof stage, and to return the details of corrections to the Guest Editor as soon as possible, preferably in Word format.

There are no page charges for publication in the PRSQ. Authors will be sent a PDF version of the final published paper. Authors of papers with colour figures may be asked to pay for the associated costs unless covered by sponsorship.

Copyright

While authors retain the moral right to be recognised as the creator, upon acceptance of a manuscript, the exclusive right to distribute copies with or without a fee transfers to the Society.

Membership

Intending authors are strongly encouraged to become members of the Society.

Membership can be completed online: <http://www.royalsocietyqld.org/membership/>. A discounted fee is available for people who join for two or three years.

Sponsorship

The cost of printing the Special Issue will be approximately \$7500. At the date of writing, these funds are not in hand. Sponsorship from any person or body interested in creating a permanent record of contemporary thinking on preventative health will be warmly welcomed. Please contact the President of the Royal Society of Queensland, Dr Geoff Edwards president@RoyalSocietyQld.org.au. The Editor will not be involved in negotiation of sponsorship.

Sponsorship could take the form of a pre-commitment to order a particular number of copies at \$40 each. A print run of 250 is anticipated.

Digital record

All copies of the *Proceedings* and *Special Issues* are placed online shortly after publication. Full-text search capability is available for this archive back to 1859.

Copy deadline

All manuscripts should be submitted to the Guest Editor by 31 March 2019 or such other date as negotiated with the Guest Editor. (*Note: the date has been postponed from 31 December 2018 because the third workshop in the series has been postponed*).

Further information

Please contact the Guest Editor, details above, not the Society's Honorary Editor, for further information regarding this *Special Issue*. (The Society's Honorary Editor, editor@RoyalSocietyQld.org.au, will accept manuscripts on general science for the regular issue of the *Proceedings*, manuscript deadline 1 July 2019).

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Style guide for submissions to the *Special Issue* of PRSQ

Authors are urged to follow this style guide. Failure to do so may necessitate the return of the manuscript to the author for style revision, and associated delays in publication.

The Special Issue will generally follow the world-respected style guide used by numerous international journals: American Psychological Association's Publication Manual (6th Edition). Versions of its content are freely available on the Internet. A useful document has been released by East Carolina University summarising the key points of this style (http://www.ecu.edu/cs-dhs/laupuslibrary/upload/apa_style_guide_6th_ed_oct09.pdf).

The APA Style Guide is used in most Social Science journals, and is readily available to all potential contributors. APA have refined their Manual over six editions and has a clear, concise, consistent system for including all relevant information. The following style guide is modelled on APA but capitalises author(s)' names.

Please note that this Style Guide is not the same as that for manuscripts to be submitted for the regular *Proceedings 123*.

MANUSCRIPTS

Manuscripts should be submitted electronically to the Editor as a Microsoft Word document, formatted for an A4 sized page with wide margins (at least 2.5cm). Text should be double-spaced and every page (including the title page) numbered.

Scientific papers should be organised as follows: Title page (title in upper case), names and addresses of authors); ABSTRACT (300 words maximum); INTRODUCTION (Literature review leading to research question); METHOD (including sub-sections, where relevant: Participants; Materials; Procedure); RESULTS; DISCUSSION; REFERENCES; AUTHOR PROFILE; ACKNOWLEDGEMENTS. Alternative headings may be relevant for other types of manuscripts; please consult the Editor if clarifications are required in this regard.

Please apply paragraph styles to all text. Paragraphs should be separated by one line with no indentation.

References should be arranged alphabetically under authors' names. Publications by the same author(s) in the same year should be designated 1993a, 1993b, etc., listed alphabetically by paper title. Several papers by the same author should be arranged: sole author; one co-author; several co-authors (listed chronologically, the earliest first).

Accuracy in calculations, figures, tables, names, quotations, references etc. is the complete responsibility of the author(s).

Examples of reference styles

COMITA, G. W. (1968). Oxygen consumption in *Diaptomus*. *Limnology and Oceanography*, 13, 51–57.

WENG, H. T., MATHER, P. B., & CAPRA, M. F. (1994). Assessment of genetic differentiation in trumpeter whiting (*Sillago maculata* Quoy & Gaimard) populations in Moreton Bay. *Proceedings of the Royal Society of Queensland*, 104, 11–17.

BRODY, S. (1945). *Bioenergetics and growth*. New York: Reinhold Publishing.

UNDERWOOD, A. J., & CHAPMAN, M. G. (Eds.). *Coastal marine ecology of temperate Australia*. Sydney: University of New South Wales Press.

JONES, A. R. (1995). Sandy beaches. In A. J. Underwood, & M. G. Chapman. (Eds.), *Coastal marine ecology of temperate Australia* (pp. 136–151). Sydney: University of New South Wales Press.

Web-based material: GOUDET, J. (2001). *FSTAT: A program to estimate and test gene diversities and fixation indices* (Version 2.9.3). Retrieved from <http://www2.unil.ch/popgen/softwares/fstat.htm>

In the text, references should take one of the following forms: Mather (1994); (King, 1993); (Anderson, 1954; Fletcher, 1947; Jones, 1966); Fletcher and Anderson (1967); (Fletcher & Anderson, 1967); and for more than two authors, list all authors when first cited, then subsequently use et al.: e.g., Weng et al. (1994); and (Weng et al., 1994).

TABLES & FIGURES/ILLUSTRATIONS

Excessive use of tables and figures, particularly large tables, should be avoided.

Each table should be typed on a separate page, be numbered, and have a brief title.

Photographic figures should be of good contrast and a high resolution (at least 600dpi). Figures should be saved in TIFF format, independent of the manuscript.

Figure captions should be typed on a separate page at the end of the manuscript in the form: FIG.1. Study region.

Do not embed tables or figures into the manuscript file

Figures should be restricted to only 2-dimensional representations. Do not forget the axis labels and units. Captions for the figures should give a precise description of the content written in the form of a sentence, and should not be repeated within the figure. Tables should be created using the table function in the word processor.

Indicate the desired position of the Table or Figure in the document by the following text:

Insert Figure 1 about here

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