

1. Submission:

- 1.1. Submission must include;
 - 1.1.1. The *Statement of Originality and Authorship*, to certify that the piece being submitted for consideration is your own work and original research,
 - 1.1.2. Evidence for any applicable copyright permissions (see 2. Copyright),
 - 1.1.3. Separate document with any applicable acknowledgements or supplementary information that would compromise the anonymity of the work if included in the paper,
 - 1.1.4. The research paper to be considered, and
 - 1.1.5. Any images or table as a separate file (see 3.2.).
- 1.2. The submission must not include the author's name/s and/or the institute where the author/s are employed in the work to ensure the anonymity of the work.
- 1.3. Anyone found to have breached the originality or authorship requirements will be banned from submitting work for consideration in future years.

2. Copyright

- 2.1. Copyright permissions for any images, text, tables, etc that have been published elsewhere are the responsibility of the author/s. Evidence of

3. File Type:

- 3.1. Statement of Originality and Authorship is to be submitted as a .pdf,
- 3.2. Acknowledgement and Supplementary Information is to be submitted as a .pdf,
- 3.3. Copyright Permissions are to be submitted as a .pdf or .zip if required,
- 3.4. Research to be reviewed is to be submitted as a .doc or .docx, and
- 3.5. Image and Diagrams are to be submitted as a separate file at 300 dpi resolution as a.eps or .tiff within a .zip file.

4. Formatting:

- 4.1. Title Page
 - 4.1.1. The title page should include;
 - 4.1.1.1. A concise and informative title,
 - 4.1.1.2. A short 150 - 250 work synopsis of the work,
 - 4.1.1.3. The category the work is being submitted for consideration under, and
 - 4.1.1.4. 4 - 6 Keywords that can be used for indexing purposes.
 - 4.1.2. The title page should not include;
 - 4.1.2.1. The name/s of the author/s, or
 - 4.1.2.2. The name/s of any affiliated institute/s.
- 4.2. Headings:
 - 4.2.1. Headings are to be in a 14-point Times New Roman, and

- 4.2.2. Please do not use more than three levels of Headings or sub-headings.
- 4.3. Body:
 - 4.3.1. The body of the document should be 12-point Times New Roman.
- 4.4. Abbreviations;
 - 4.4.1. Are to be defined at first mention and use consistently thereafter.
- 4.5. Acknowledgements:
 - 4.5.1. Are not to be included in the research paper, instead, they are to be submitted as a separate document to preserve the anonymity of the work.
- 4.6. Appendices:
 - 4.6.1. Are to follow the reference list, and
 - 4.6.2. Have the same formatting restrictions as the rest of the paper.

5. Citations:

- 5.1. The Chicago (British) reference system is to be used.
- 5.2. Footnotes are to be used rather than in-text citations,
 - 5.2.1. The first occurrence of a citation, it is to be listed in full, any subsequent occurrences of that citation are to be author and date, with page number if needed.
- 5.3. The reference list is only to include works cited in the footnotes, and that have been published or accepted for publication.
- 5.4. Personal communications and unpublished works should be only be mentioned in the text, not in the reference list.

6. Data Availability Statement:

- 6.1. If applicable, there is an upload box for a hyperlink or DOI number during submission. They are not to be included in the research paper itself to protect the anonymity of the author/s.

7. Materials and Suppliers:

- 7.1. Any materials used or referenced in the paper should be listed with the manufacturers' details at the end of the document.
- 7.2. Trademarks and registered names are to be shown with the appropriate symbols.
- 7.3. If a tradename is used in text, the chemical name or description is to be given in brackets directly after.

8. Language:

- 8.1. The work is to be submitted in English.