



Journal of Catastrophe Risk and Resilience (JCRR) **Article Guidelines for Authors**

These specifications are for guidance only. Authors are encouraged to use succinct and concise language. Articles of unnecessary verbosity will be returned to the authors for shortening.

Article lengths

Peer-reviewed research articles:

- Generally no longer than 10,000 words
- Up to 10 figures or tables

Peer-reviewed reviews:

- Generally no longer than 10,000 words
- Up to 10 figures or tables

Peer-reviewed research notes:

- Generally no longer than 2,000 words
- Up to four figures or tables

Comments:

- Generally no longer than 2,000 words
- Up to two display figures

Please note: Comments are invitation only. If you have not been solicited to provide JCRR with a comment, please contact the Editorial Board via the Contact Us page to express your interest and provide a summary of your chosen topic and views. Please note, you will only be invited to proceed with your submission request if at least TWO editors are interested in your proposal.

JCRR Article Layout

Article Title:

Brief and informative title without abbreviations or acronyms unless defined in the abstract.

Standfirst (for comments):

Should be no more than 150 words and include author name, job title, and brief description of comment

Abstract (for peer-reviewed articles):

The abstract is a single paragraph which succinctly summarises important elements of the article. It should be written such that the interdisciplinary and intersectoral readership of *JCRR* can understand the rationale for the study, the methods employed, and the conclusions drawn. Abstracts should be no longer than 300 words.

Acknowledgments:

This section should include any relevant funding sources for the work and any real or perceived conflicts of interest for any author. Authors may also acknowledge contributions from others.

Key points:

Key points to convey the thrust and conclusions of the article. Up to three bullet points are permitted and are limited to 140 characters each.

Body text:

All articles should be written in British English. Longer articles should be separated with subheads (e.g. Introduction, Methods, Results, Discussion, Conclusions) to aid clarity. References should be in name-date format and enclosed in parentheses, for example: (Smith, 2021) or Smith (2021) when the reference forms part of the sentence. Equations should not be included as graphics.

Numbers zero to nine to be spelt out; numbers 10 and above in numerical format (unless in tables)

Acronyms MUST be spelt out in the first instance, abbreviated thereafter.

Measurements to be abbreviated and spaced out i.e. 5 cm

Data availability (for peer-reviewed articles):

Open availability of data required to reproduce results is *strongly encouraged*. Since many *JCRR* submissions may be based upon sensitive or commercially-privileged information, this is not a *requirement*. If data is open, this section should indicate how it can be accessed. If it is not, justification should be given for its inaccessibility. All relevant data sources must have a statement describing its accessibility.

Code availability (for peer-reviewed articles):

If relevant, this section can be used to indicate how any relevant computer code used to generate the results reported in the article can be accessed.

Supplementary Information:

Supporting text, tables, figures, or data can be included into a single PDF file separate to the main article at the authors' discretion. Supplementary Information will be subject to review but will not be copy-edited.

Authors may add in an ORCID iD if they wish to do so (<https://orcid.org/>).

Files

Articles

Please use the DOCX format if possible (all versions of Word after 2007)

Article name format: AuthorName_ArticleType_Day_Month_Year.docx

Images

Please use JPG format if possible. Must be of publication quality (minimum 300 dpi).

Image captions to provide a statement describing the figure. Additional text can follow.

Image file name format: ImageNumber_ArticleTitle_AuthorName.jpg

Figures

Please use PNG, JPG, TIFF, PDF, or SVG format if possible. Figures must be high-quality, clearly readable, with colour blind-friendly palettes.

Each figure should have a caption. All figures must be referenced in the text.

Figure captions to provide a statement describing the figure. Additional text can follow.

Individual figure sections to be indicated with lower-case letters (a, b, c...).

Image file name format: FigureNumber_ArticleTitle_AuthorName.png

Tables

All tables to be Word formatted, with all borders outlined, Header row text bold.

Table headers to provide a statement describing the contents of the table. Additional text can follow.

References

All cited sources, including any in Supplementary Information, must be included in the reference list. References should be in Harvard style:

BOOKS:

Surname, Initial. (Year of publication) *Title*. Edition if later than first. Place of publication: publisher. Series and volume number if relevant.

ONLINE MODULE MATERIALS:

Surname, Initial. (Year of publication/presentation) 'Title of item'. Module code: *Module title*. Available at: URL of VLE (Accessed: date).

CHAPTER IN EDITED BOOK:

Surname of chapter author, Initial. (Year of publication) 'Title of chapter or section', in Initial. Surname of book editor, (ed.) *Title of book*. Place of publication: publisher, Page reference.

JOURNAL ARTICLES:

Surname, Initial. (Year of publication) 'Title of article', *Title of Journal*, **volume number** (issue number), page reference. If accessed online: Available at: DOI or URL (if required) (Accessed: date).

NEWSPAPER ARTICLES:

Surname, Initial. (Year of publication) 'Title of article', *Title of Newspaper*, Day and month, Page reference if available. Available at: URL (Accessed: date).

WEB PAGES:

Surname, Initial. (Year that the site was published/last updated) Title of web page. Available at: URL (Accessed: date).