

Submission checklist

Before you submit your article to us please check the following:

Text

- Is the text double line spaced?
- Are your pages and lines numbered?
- Are all of the author details clearly identified on the first page including affiliations and designations and correct email addresses?
- Is the title of your paper 90 characters or less?
- Have you included an abstract of 150–200 words?
- Are all of the references, tables and figures cited in the text?
- Do all tables and figures have captions?
- Have you saved your text as a .doc file?
- Have you selected Keywords from the correct ICE Keywords list?
- Have you provided a list of notations? Please provide a list of symbols and definitions used in the text that would be helpful for the reader.

Figures

- Have you supplied your figures separately to the text as files from the program used to originally create them? Pasting figures into MS Word reduces their quality.
- Are all of your figures a minimum of 300 dpi? Line drawings need to be higher quality (600 dpi). Jpeg photographs should be larger than 1MB.
- Do you have permission to use your figures? You must obtain permission from the copyright holder to use material that has been published elsewhere.
- Have you included author photographs? We will only publish author photographs if we have one for all of the authors of a paper.

Copyright

- Have you supplied a signed copyright form?
- Do you have permission to use all of your figures, graphs and tables? Have you provided figure clearance if needed?