*Journal of the British Global and Travel Health Association*, vol 28 2017 1
doi: http://dx.doi.org/10.21864/jbgtha.2017.18

# Writing for the BGTHA Journal

**Adrienne Willcox PhD, RN, M.FTM (Glas) Co-editor, BGTHA Journal**

**Introduction**

Could you write an article for the Journal? Whether you are a new, aspiring writer or have been published before, please feel free to contact editors Adrienne Willcox and Becky Swadling to discuss your ideas – we would be delighted to hear from you. And if you have never written for publication yet, we can mentor you through the process!

The Journal of the BGTHA will consider for publication any material that is relevant to travel and global health. In need of some inspiration? The priority topics we wish to commission for 2017 are:

- Mode of travel and effects on health and wellbeing.
- Managing aspects of the consultation, pre and post-travel.
- Travelling at the extremes of the age spectrum.
- Malaria.
- Non-infectious health risks.
- Vaccines and vaccine-preventable diseases.

Below are the guidelines for authors writing for the BGTHA Journal. Please read these guidelines carefully and check your submission meets their requirements to maximise your chance of successful publication. If you have any queries please contact one of the Co-Editors during office hours, Monday to Friday:

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**Journal of the British Global and Travel Health Association: Instructions to authors v.170302**

**Types of article**

Material should be identified by authors as:

- Original article with an abstract of not more than 300 words. These are usually items of primary research. Maximum 2,000 words of text not including references and abstract
- Brief Communication or letter to the editor, maximum 1,000 words
- Review with an abstract of not more than 300 words. Maximum 2,000 words of text not including references and abstract. Examples include literature reviews on a travel health subject, critical analyses, reviews of how to conduct travel health-related tasks such as assessment, vaccination, imparting advice or education.

NB Student Reviews - We welcome student reviews where the subject matter is relevant and relates to a student assignment from a UK University, re-written in a style to meet these guidelines.

- Case history. Maximum 1,000 words describing a clinical case relating to travel medicine.
- In-country report. Maximum 2,500 words. This describes local and/or traveller health and well-being issues in any country and can include descriptions of personal experience, projects, reports from an NGO etc.
- Book reviews, conference reports, analyses of national guidelines, news reports and similar short pieces are also welcomed.

**Ethics**

- All submissions: falsification or fabrication of data, plagiarism, including duplicate publication of the authors' own work without proper citation, and misappropriation of the work are all unacceptable practices.
- Original research articles: you must provide a statement to indicate appropriate ethical committee approval has been granted.
- Anonymity of individuals and places of work must be maintained in text and images unless accompanied by a statement that consent to identify has been obtained.
- Conflict of interest:
  Any financial interests or connections, direct or indirect, or other situations that might raise the question of bias in the work reported or the conclusions, implications or opinions stated – including pertinent commercial or other sources of funding for the individual author(s) or for the associated department(s) or organization(s), personal relationships, or direct academic competition – should be disclosed.

  If there are none, the disclosure should say: 'The authors have declared no conflicts of interest.' If one or a few authors have a conflict to disclose, further to that statement, there should be an additional statement for those remaining authors who do not have any, e.g. 'All remaining authors have declared no conflicts of interest.'
- Acknowledgement of the BGTHA Journal : Authors who wish to republish any manuscript printed in the BGTHA journal should advise us of their intention and cite the Journal as first publishers

**Manuscript preparation**

- Title page. Please copy and supply the following information:

  Full Author name (s)
  Citation – (Highest degree only) for each author
  Title of Paper

  For non-research publications please provide a short description – one or two sentences describing the article.

  Research papers: please include full structured abstract up to 300 words.

  Contact details and organisation (including email) of the first (main) author.

- Layout. Microsoft Word document in Times New Roman font, 12pt, double-spaced A4 size.
- Diagrams, tables and figures. Please supply separately from the Word document as pdf files. Images should be at the highest resolution (>300 dpi, or at least 1MB), ideally in JPEG file format (jpg). Ensure all are referenced appropriately if necessary and URLs are supplied if sourced from the web. State that permission has been received from the copyright holder (usually the publisher, not the author), for reproduction of other people's work. All tables and figures supplied as pdfs must also be cited in the Word document text and numbered in order of citation, e.g. Figure 1, Table 5.
- Structure. Make sure there is a logical structure to your submission. Original research articles should normally contain an abstract, background, methods, results and conclusion. Most other submissions will require an introduction to state the main thrust of the paper, headings to provide a logical flow through the information, a conclusion to succinctly summarise the data, identify gaps in present knowledge and suggest future initiatives.

**References**

- All references must be cited by number in the text, tables, or figure legends. References should be numbered and typed double-spaced in the order of their occurrence in the manuscript. List all authors when there are four or fewer; otherwise, list the first three followed by 'et al.' The author is responsible for the accuracy of the references. Manuscripts accepted but not yet published should be designated 'in press'. Unpublished information in manuscripts submitted for publication should be cited in the text (not on the reference list) by name(s) of author(s) and 'personal communication' and should include the date of the communication.
- References to journals should include (in this order) authors' names with initials, article title, journal name, year, volume number, and inclusive page numbers. Example: Goodyer LI, Song J. Mosquito bite avoidance attitudes and behaviours on travellers at risk of malaria. Journal of Travel Medicine 2014: 21:33-39.
- References to books should include (in this order) authors' names with initials, chapter title, editors' name and initials, book title and edition, city, publisher, year of publication, and inclusive page numbers. Example: Goodyer LI. Travel Medical Kits in Keystone J, Freedman D, Kozarsky P, Connor B and Northdurft H. Travel Medicine, 3rd Ed. Elsevier Saunders 2012: page numbers if appropriate.
- Internet references are acceptable provided that they are official publications or comprise reliable, evidence-based information. The sequence is the same as for journals and books. The year should be the date the document was published online (if available). Include the full web address that takes you directly to the document, or as close as possible, and state the date that you accessed it. Example: Public Health England. Chapter 4: Immunisation procedures. Immunisation against infectious disease. PHE, 2013. Accessed online on 8 February 2017. https://www.gov.uk/government/publications/immunisation-procedures-the-green-book-chapter-4

**Submission**

All articles must be sent as attachments by email to both Co-Editors:

Becky Swadling: beckyswadling@gmail.com
Adrienne Willcox: info@talent4health.co.uk

**Peer review**

All submissions to the journal are initially reviewed by the Editors. At this stage manuscripts may be rejected without peer review if it is felt that they are not of high enough priority or not relevant to the Journal.

Manuscripts that are not instantly rejected are sent out for independent peer review. Based on the feedback from these reviewers and the Editor's judgment a decision is given on the manuscript.

If a paper is not acceptable in its present form, we will pass on suggestions for revisions to the author.

**Publication**

Depending on the type of article, initial publication will be online at http://www.bgtha.org/

A CrossRef doi number will allow internet searches to identify your article, increasing its influence.

A selection of articles are published in hard copy journal format each year.