Submission Guidelines for Issue No. 14 of ForensicAsia

AFSN is now calling for articles for the Issue No. 14 of ForensicAsia. This newsletter is targeted to be published in **July 2024**.

We would like to invite Member Institutes to submit articles in the following six categories:

1. AFSN News
2. Member Institutes
3. Member's News
4. International Scene
5. Technical Article
6. Case Study

Submission Guidelines

Please read the guidelines thoroughly and ensure that your submission meets the requirements.

1. All articles must be written in English and submitted in Microsoft Word format.

2. The length of the article should be:
    a. Less than 2,000 words for Technical Articles
    b. Less than 1,500 words for Case Studies
    c. Less than 1,000 words for Member Institutes, Member's News, International Scene and AFSN News
    All word count limits exclude references and captions.

3. The font of the submitted text should be <u>12-point Times New Roman</u> with <u>double line spacing</u>. Please do not use all uppercase. Use bold, underline and/or italics sparingly and indent the first line of each paragraph.

4. Please spell in full the name of organisation, group, or any shortforms that are mentioned in the article.

5. All images (lists, tables, diagrams, graphs, figures, charts, photographs) submitted must be of high resolution that is suitable for display in computer screen.

6. Photographs and pictures submitted should include detailed caption of the subject, event or individuals.

7. All images must be attached separately in JPEG, TIFF or GIF format when submitting. These images **MUST NOT** be embedded in the MS Word file as this will reduce the image resolution automatically.

8. <u>Reference style</u>
    In-text referencing:
    ➢ Indicate references by number(s) in square brackets in line with the text. E.g. [1] or [2-5] etc.

    Reference List:
    ➢ Number references (numbers in square brackets) consecutively in the order in which they are first mentioned in the text. Within the reference list, number the references 1., 2., 3., etc.

    ➢ Use **Vancouver** referencing style.

> **Journal Article:**
> Author(s) – Family name and initials. Title of article. *Title of journal* – abbreviated Publication Title. Year;Volume:Pages.
>
> List all authors, but if the number of authors exceeds three, give three followed by et al.
>
> Example:
> 1. Smith PJ, Ballantyne J. Simplified low-copy-number DNA analysis by post-PCR purification. *J. Forensic Sci.* 2007,Jul;52(4):820-9.
>
> 2. Gao SR, McGarry M, Ferrier TL, et al. Effect of cell confluence on production of cloned mice using an inbred embryonic stem cell line. *Biol Reprod.* 2003;68(2):595-603.
>
> **Book:**
> Author(s) – Family name and initials, Multiple authors separated by a comma. *Title of book*. Edition of book if later than 1st edition. Place of Publication: Publisher Name; Year of Publication.
>
> Example:
> 3. Simons NE, Menzies B, Matthews M. *A Short Course in Soil and Rock Slope Engineering*. London: Thomas Telford Publishing; 2001.

9. Articles submitted should not have been published previously nor currently under consideration for publication elsewhere. Due to copyright laws, authors are to seek consent from the owners for the usage of the images, photographs or pictures used in the articles before submission.

10. All articles submitted which are selected for publication will be subjected to editing. ForensicAsia Editorial Committee reserves the final right of selection without giving any reasons whatsoever.

11. Authors will be informed on the status of the article(s) which they have submitted once the article has finished the review procedure.

12. The Article Submission Form must be completed and submitted with the article.

Instructions for Submission

Deadline for submission of articles: **15 March 2024**

Please submit your article together with the completed Article Submission Form by email to the ForensicAsia Editorial Committee at hsa_asg@hsa.gov.sg.

Updated: 2 January 2024