

## Submission Guidelines for Papers

All papers submitted will be edited, proofed and published as a record of the symposium proceedings. If you wish, you can ask for your paper to be peer-reviewed.

To allow for blind reviewing, the author name(s) and the title of the paper should be clearly identified in the body of the email to which the paper is attached, but the author name(s) and affiliation(s) should not appear in the paper.

**Note:** *The title as shown in the paper and the email should be the same as it appears on the program. The Word document filename should not include the author name(s) or affiliation(s).*

## Peer-Reviewed Papers

Where authors have asked for their papers to be peer reviewed, two independent experts from the content area will review the paper. The review process is 'blind': details of the author(s) and their affiliation(s) will not be revealed to the reviewers. To assist authors to obtain academic credit, peer-reviewed papers will be clearly identified in the proceedings. Authors of peer-reviewed papers will be asked to respond to revisions suggested by reviewers prior to final acceptance of their paper.

## Symposium Proceeding Book

All papers and peer-reviewed papers presented at the symposium will be published in the online symposium proceedings with an ISBN. A copy of the symposium proceedings will be made available on the Equally Well website. The 2019 proceedings is available to view on the [Equally Well website](#) now.

## Important Dates

To accommodate the formal peer-reviewing process, authors are asked to provide the first draft of their full paper by **16 May 2022**.

Following the blind-review process, authors will be asked to consider reviewers' suggestions and return their final paper by **18 July 2022**.

If final papers are not received by this date, publication in the book of proceedings cannot be guaranteed.

When authors are producing their final paper, they may wish to revise their original abstract. Revised abstracts should be emailed to [lcobb@csu.edu.au](mailto:lcobb@csu.edu.au) by **18 July 2022**.

## **Paper Content**

The paper must be original (ie, not published elsewhere). The paper should develop the topics and/or methods outlined in the abstract. Authors are strongly encouraged to include at least one policy/action recommendation as part of their paper. For instance, this might draw out the implications of the work for practical changes to health services on the ground.

Peer-reviewed papers should:

- be no longer than 3,000 words
- be clearly expressed, using correct grammar and spelling
- show reference to literature, including up-to-date materials, and should reference the material, using the Vancouver system of referencing (see below)
- refer to the theoretical context or contextual framework in which the study was undertaken, and report on the work in the context of that framework
- present a coherent discussion of a topic that does not fracture into a number of issues thus clouding the intent of the paper
- demonstrate an emphasis on, and a relevance to, current issues in physical health for people living with mental illness in Australia.

## **Paper Format**

- Please do not include author details. This is extremely important as the papers will be subject to 'blind' review
- The paper must be supplied as a Word document, using a standard 12-point font, set in single line spacing
- Lists should be set as bullets, unless there is a particular reason for them to be numbered
- Full stops are not generally used for abbreviations (eg, ie, Mr, Dr, etc)
- Use bold (not underlining) if you need to emphasise words.

## **Paper Submission**

Papers for review and for final submission can be emailed to [Lee Cobb](#).

## The Vancouver System of Referencing

The Vancouver system of referencing is used in some scientific (particularly) medical literature. References are shown with in-text numbering using superscript Arabic numerals, as shown here<sup>1</sup>, which relate to references listed at the end of the document.

In the text, each reference is numbered in the order of appearance. This numeral becomes the unique identifier of the source to which it refers; if the source is referred to again, the identifying numeral is repeated.

More than one identifier can be used at a single reference point to indicate multiple sources: commas (also set as superscript characters) are used to separate the identifiers and there is no space between the comma and the number following it, as shown here.<sup>1,5</sup>

The identifiers should be placed before all punctuation marks except full stops and, whenever possible, immediately after a direct quotation.

In the reference list, the references are numbered according to their identifier in the text and are listed in numeric order. The names of all authors should be included when there are six or less; when there are seven or more, list the first three followed by et al.

Depending on its type, references should be listed as shown in the examples below.

You can refer to Australian Journal of Rural Health, and the Journal article below for examples of referencing.

### Journal article

<sup>1</sup> Roberts R, Lockett H, Bagnell C., Maylea C, Hopwood M. Improving the physical health of people living with mental illness in Australia and New Zealand. *Australian Journal of Rural Health* 2018; 26: 354-362.

### Book

<sup>2</sup> Ried F. Mobility and safer handling. In: McMahon CA, Harding J, eds. Knowledge to care: a handbook for care assistants. Oxford: Blackwell Science, 1994;53–69. (CD-ROM)

<sup>3</sup> Roberts, R. Improving the Physical Health of Rural People Living with Mental Illness. In: Carey TA & Gullifer J. (eds.) *Handbook of Rural, Remote, and very Remote Mental Health*. Singapore: Springer, 2020.

<sup>4</sup> Smith DM. Barriers facing junior doctors in rural practice. *Rural and Remote Health* 2005;5:348. [Cited 22 Aug 2008]. Available from URL: <http://www.rrh.org.au/articles/showarticlenew.asp?ArticleID=348>