

Underwater Technology **Guidelines for Authors**



ISSN 1756 0543 (Print)

ISSN 1756 0551 (Online)

Society for Underwater Technology
2 John Street, London WC1N 2ES, UK

Summary

These guidelines outline the essential requirements for submissions to *Underwater Technology*, including the journal's scope and aims, as well as the peer review process, followed by a description of the required format and style for the text and figures for all submitted manuscripts.

1. Underwater Technology

a. Objectives and content

Underwater Technology is the peer-reviewed international journal of the Society for Underwater Technology (SUT). The objectives of the journal are to present and inform on current views and new developments in the broad areas of underwater technology, ocean science and offshore engineering.

The journal carries personal views, technical papers, technical briefings and book reviews. We invite papers and articles covering all aspects of underwater technology. Original papers on new technology, its development and applications, or covering new applications for existing technology, are particularly welcome.

Underwater Technology is published three times a year (March, July, November) and is available in both print and electronic format.

It is available as Open Access via:

ingentaconnect at www.ingentaconnect.com/content/sut/unwt

issuu at issuu.com/sut7

b. SUT interests and journal scope

SUT's interests are interdisciplinary and cover technological aspects of:

- diving technology and physiology
- environmental forces
- geology/geotechnics

- marine pollution
- marine renewable energies
- marine resources
- oceanography
- salvage and decommissioning
- subsea systems
- underwater acoustics
- underwater robotics
- underwater science
- underwater vehicle technologies

c. Peer review

All manuscripts submitted for publication in *Underwater Technology* are peer reviewed through the Editorial Advisory Board or by other appropriate experts to ensure that high standards and quality of presentation and balanced coverage of the Society's interests are achieved.

Authors should provide the names and contact details of two appropriate peer reviewers for all submitted papers. The peer review process for *Underwater Technology* remains anonymous and it is not guaranteed that the peer reviewers suggested will be used.

d. Submission of papers

Manuscripts should be submitted by email to the Assistant Editor, Elaine Azzopardi, at Elaine.Azzopardi@sut.org. All submissions must be accompanied by the *Underwater Technology* Mandatory Submission Form available at www.sut.org/publications/underwater-technology/guidelines-for-authors.

Manuscripts should be submitted in Word format (not PDF) and must adhere to the format and style requirements as set out in these Guidelines for Authors.

As noted above, authors should provide the names and contact details of two appropriate peer reviewers for all submitted papers.

The SUT does not charge authors for submissions to *Underwater Technology*.

2. Style and format of submitted manuscripts

Please follow the guidelines below:

- a. Manuscripts** should be submitted electronically in *Microsoft Office Word* format, with 1.5-spaced lines, Times New Roman format (font size 12), and 25mm margins. Authors must use continuous line numbering throughout the manuscript and all pages must be numbered. Autoformatting and columns should not be used.

b. Front Page. Irrespective of the article type, every submission must have a front page that lists:

- The **Title** of the submission which should be concise but accurately reflect the subject matter;
- All **Authors' names** in full and their affiliations;
- An **Email address** for the contact author;
- A maximum of 6 **Keywords** that best describe the paper; do not use keyword terms that already appear in the title of your article.

c. Heading levels within the text should be clearly indicated using numbers. Do not use more than three levels of heading. For example:

1. Introduction
2. Methods
 - 2.1 Sub-heading
 - 2.2 Sub-heading
 - 2.2.1 Second-level sub-heading
 - 2.2.2 Second-level sub-heading

d. Standard scientific paper format should be followed, including the following sections:

- an **abstract** (maximum 300 words) describing concisely the content of the paper and any important conclusions made in it;
- an **introduction** covering relevant background information;
- the **main body** of your paper (covering experimental work, methods and results); and
- the **discussion** and/or **conclusions**.

e. References. The reference list should be arranged alphabetically according to the surname of the first author and set out as in the following examples:

George JD, Lythgoe GI and Lythgoe JN. (eds.) (1985). *Underwater photography and television for scientists*. Oxford: Clarendon Press, 184pp.

Posford FE. (1999). History of exploration in the southern North Sea. In: *Petroleum geology of the southern North Sea: future potential*. Greebman M and Smiley GD (eds.). New York: Wiley. 404–420.

Watson AB. (2003). The use of video imagery to gather biological information at deep-sea hydrothermal vents. *Journal of the Marine Biological Association of the United Kingdom* **258**: 331–334.

Hudson IR, Jones DOB and Wigham BD. (2005). A review of the uses of work-class ROVs for the benefits of science: Lessons learned from the SERPENT project. *Underwater Technology* **26**: 83–88.

Electronic publications may be cited in the normal way with the internet address instead of the journal or book details. All electronic references must contain the date that the reference was last accessed.

The order in the Reference lists should be:

(i). *Single authors*

Where more than one reference is given for a single author the publications should be listed chronologically.

(ii). *Two authors*

These should be arranged first alphabetically, then chronologically. For text citations, use the names of both authors and the year. Do not use 'et al.' for two-author references.

(iii). *Three or more authors*

These should be arranged chronologically. For all text citations use the surname of the first author only, followed by 'et al.' and the date.

If more than one reference by the same author(s) published in the same year is cited, use a, b, etc. after the year in both text and list, e.g. (1963a).

Journal titles should be given in full. The full title of the paper, the volume number and the page numbers should be given. Journal titles, book titles and any other material within the reference list which will be italicised in print should be italicised in the manuscript.

f. Text citations can be given in either of two ways: (a) with date in parentheses, 'as demonstrated by Jones (1956)'; (b) with names and date in parentheses, 'according to recent findings (Jones, 1956)'. Where more than one reference is cited in the text these should be in chronological order, e.g. (Smith, 1975; Arnold, 1981; Jones, 1988).

g. Additional notes regarding referencing in *Underwater Technology* are:

- References must be available in the public domain; 'grey' literature should not be included; references that only exist in a non-refereed abstract format should also not be included.
- Authors should check that all citations in the text are in the list of references and *vice versa*, and that their dates match.
- If using **EndNote** or other reference management software, the final version of the submitted text must have all field codes removed.

h. Publishing permission for all previously published material is the author's responsibility, including all quotations, references and illustrations. Publishing permission must be obtained prior to submission of the manuscript to *Underwater Technology*.

i. Figures should be strictly relevant to the text and numbered consecutively (e.g. 'see Figs 1 and 2'). Their total area after publication should not exceed two printed pages (please refer to a sample issue of *Underwater Technology* for examples). They should be submitted

electronically, preferably in high-resolution JPG or TIFF format (300dpi).

- Check that all labelling is clear and will still be readable after reduced in the process of typesetting to fit the page (possibly as small as 80mm wide to fit a single column).
 - Include a list of all figure numbers and captions on a separate page at the end of your paper.
 - Please note that black and white is the preferred format for figures. Colour figures may be accepted but the authors may be charged for the extra associated costs.
- j. Tables** should be referred to in the text and numbered consecutively. They may be included in the text (small tables only) or provided on separate pages at the end of the manuscript (e.g. see Table 1).
- k. Units of measurement** should be used throughout the text consistently; SI units are preferred.
- l. All acronyms** should be expanded in full at first mention even if these acronyms are in common usage in the authors' specialist field. This will enhance understanding among the many disciplines covered by the journal.
- m.** Authors who are submitting a manuscript where English is not their first language may wish to refer to the guidelines of the European Association of Science Editors (EASE). EASE provides a freely available guide in more than 20 languages, *The EASE Guidelines for Authors and Translators of Scientific Articles to be Published in English* (www.ease.org.uk/publications/author-guidelines). Authors may also benefit from the EASE toolkit for authors (www.ease.org.uk/publications/ease-toolkit-authors).
- n.** For further information on guidelines and deadlines please contact the Assistant Editor, Elaine Azzopardi, at Elaine.Azzopardi@sut.org.

3. List of figures and captions

Tables and figures should be placed separately at the end of the paper, not inserted in the body of the text. Additionally, please submit original figures as high-resolution JPEGs or TIFFs as outlined in section 2i above.

Table 1 This is the preferred layout for a typical table with its caption above it

Unit	Size	Colour	Comments	Status
1	Big	red*	smells unpleasant	died
2	Small	blue	collapsed end	trodden on
3	Medium	yellow	best specimen	healthy

*Footnotes can also be used with tables. Notice the simple layout and that only horizontal rules are used. This table should be referenced in the text.