

# Global Change Biology initial submission checklist

These guidelines will assist you as you prepare your manuscript for review. There is no charge for submission.

**Common errors are highlighted in red font**

## The following information is required during the submission process:

- ☐ Contact information for all authors
  - First name, middle initial and last name
  - Institution
  - E-mail address
- ☐ The submitting author (only) must provide an ORCID iD when submitting a manuscript. This takes around 2 minutes to complete. [Find more information here](#).
- ☐ Contact information for at least 5 suggested reviewers (selection is at the Editor's discretion)
  - First and last name
  - Institution
  - **Institutional E-mail address**
  - These must have no conflict of interest with the authors including former or current coauthors (within the past 4 years), students, mentors and members of the same academic institution.
  - Click [here](#) to view suggestions to help you select suitable reviewers.
- ☐ Running head - 45 characters maximum, including spaces
- ☐ Keywords - 6 to 10 words or short phrases
- ☐ Answers to the following questions (max 250 characters including spaces per answer including spaces)
  - What scientific question is addressed in this manuscript?
  - What is/are the key finding(s) that answers this question?
  - Why is this work important and timely?
  - Describe how your paper fits within the scope of GCB; What biological AND global change aspects does it address?
  - What are the three most recently published papers that are relevant to this manuscript (include DOI)?
  - If you listed non-preferred reviewers, provide a justification for each
  - Justification if your manuscript does not conform to author or formatting guidelines (e.g. exceeding word limit)

## Required Manuscript Elements

GCB no longer has strict formatting requirements for initial submissions, but all manuscripts must contain the essential elements needed to evaluate a manuscript:

- Abstract - 300 word limit (or the first paragraph for front material)
- Keywords - 6-10 words or phrases
- See elements for individual paper types, below
- **Lines numbered – this will help the referees provide feedback**
- References - any style or format, as long as the style is consistent

## Optional Manuscript Elements

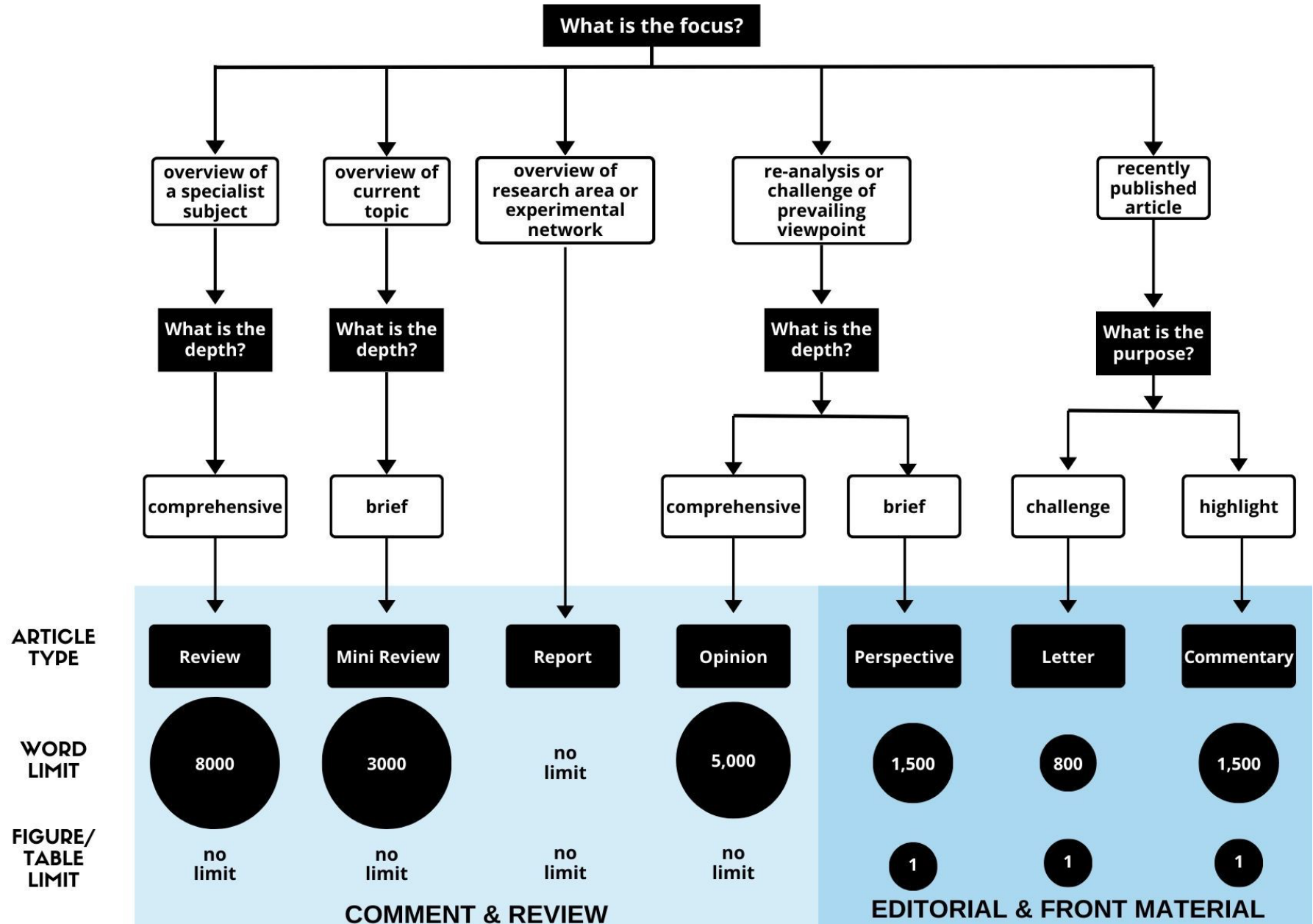
The following elements are not required but assist in the review process.

- ☐ Lines double-spaced
- ☐ Supplemental materials supplied as file(s) separate from the main document – this will help reduce file size for easier download

## Other Items to consider

- The contributions of each author to this work (CRediT Contribution) are only required as part of the resubmission process and following acceptance.
  - Data does not need to be deposited upon submission, but it **MUST** be deposited in a publicly accessible repository with a persistent identifier such as a DOI prior to publication.
- Global Change Biology requires, as a condition for publication, that the data supporting the results in the paper be archived in an appropriate public repository. Data archiving must be completed before files are sent to the publisher. Both primary and secondary data needs to be publicly available as a condition for publication.

# CHOOSING YOUR GCB ARTICLE TYPE



## Paper Types Defined

### Original Research

	Research Article	Technical Advance
<b>Scope</b>	results of completed research project or meta-analysis	exciting new research tools, methods, and techniques
<b>Original Data Included</b>	yes	yes
<b>Abstract</b>	✓	✓
<b>Introduction</b>	✓	✓
<b>Materials and methods</b>	✓	✓
<b>Results</b>	✓	✓
<b>Discussion</b>	✓	may be combined
<b>Word limit</b>	8,000	4,000

### Comment and Review

	Review	Mini review	Opinion	Report
<b>Scope</b>	overview of a specialist subject	overview of a current topic	re-analysis that challenges prevailing views on a topical issue	expert scientific reports which outline the direction of a relevant research area, integrated experimental network, etc.
<b>Original Data Included</b>	if appropriate	if appropriate	if appropriate	if appropriate
<b>Abstract</b>	✓	✓	✓	✓
<b>Introduction</b>	✓	✓	✓	✓
<b>Body</b>	✓	✓	✓	✓
	up to 10 sections	up to 10 sections	up to 6 sections	up to 20 sections
<b>Word limit</b>	8,000	3,000	5,000	20,000

## Editorial and Front Material

	Perspective	Commentary	Letter to the Editor	Response
<b>Scope</b>	re-analysis, or challenge to prevailing views on a topical issue	invited discussions highlighting the novelty of a recently published article	a well-reasoned challenge to a recently published article	response to a Letter to the Editor
<b>Original Data Included</b>	limited new data, where appropriate	limited new data, where appropriate	limited new data, where appropriate	limited new data, where appropriate
<b>Body</b>	✓	✓	✓	✓
<b>Reference limit</b>	10	10	10	10
<b>Figure and/or table limit</b>	1 total	1 total	1 total	1 total
<b>Word limit</b>	1,500	1,500	800	500

Word limits apply to the main body of the text (Introduction, Materials and Methods, Results, Discussion, and Acknowledgements). If the word limit is exceeded, please provide a justification during submission.

GCB also commissions content, such as Editorials, GCB Reviews, and Profiles.