

Journal of Systems and Control Engineering, Part I

Manuscript Submission Guidelines: Proceedings of the Institution of Mechanical Engineers, Part I: Journal of Systems and Control Engineering

Black = changeable (any text is a illustrative sample only)

Blue = standard for all journals. Note all blue headings will appear as standard in all guidelines with the exception of 4.1 SAGE Open, and 10.4 Onlinefirst publication which are journal title dependent.

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1. Peer review policy

Submissions to the journal are assessed by independent referees who make recommendations on the suitability of the articles for publication. We are committed to providing timely assessment of articles and authors are informed of the publication decision as soon as possible.

It should be noted that our refereeing process, common to many other publishers, is single-blind, that is, the referees remain anonymous and their identities are not released to authors. The referees, however, are informed of the authors' names and affiliations.

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2. Article types

Paper: Describes a piece of complete or substantially complete research, or some aspect of design development, manufacture, operation and maintenance, or engineering education

Review: A critical review of the state-of-the-art with examples of applications in design and profitable manufacture without extensive analysis

Case Study: Describes the application of a technique, procedure or management concept in

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a real situation

Technical Note: A short, interim statement on a research project or description of some new development

Length

1. In general, Technical Papers, Review Papers and Case Studies should not normally exceed 5000 words (with up to 10 illustrations). Longer articles will be considered, however, as our criterion is that the content justifies the length of the article.
2. Technical Notes should not exceed 1500 words and 5 illustrations.
3. Discussions on papers already published should not exceed 500 words and 2 illustrations.

3. How to submit your manuscript

We have a fully-integrated online submission and peer review system for Journal of Rail and Rapid Transit. To submit to the journal, either click on the 'Manuscript submission' tab on this page or go directly to <http://jsce.edmgr.com/>.

We would welcome suggestions of at least four appropriate referees. This will assist us in enhancing our referee database and one or more of your suggestions may be asked to review your submission.

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4. Journal contributor's publishing agreement

Before publication SAGE requires the author as the rights holder to sign a Journal Contributor's Publishing Agreement. SAGE's Journal Contributor's Publishing Agreement is an exclusive licence agreement which means that the author retains copyright in the work but grants SAGE the sole and exclusive right and licence to publish for the full legal term of copyright. Exceptions may exist where an assignment of copyright is required or preferred by a proprietor other than SAGE. In this case copyright in the work will be assigned from the author to Professional Engineering Publishing Ltd (PEP). For more information please visit our [Frequently Asked Questions](#) on the SAGE Journal Author Gateway.

4.1 SAGE Choice

If you wish your article to be freely available online immediately upon publication (as some funding bodies now require), you can opt for it to be included in SAGE Choice subject to payment of a publication fee. The manuscript submission and peer reviewing procedure is unchanged. On acceptance of your article, you will be asked to let SAGE know directly if you are choosing SAGE Choice. For further information, please visit [SAGE Choice](#).

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5. Declaration of conflicting interests

Within your Journal Contributor's Publishing Agreement you will be required to make a certification with respect to a declaration of conflicting interests. It is the policy of **Proceedings of the Institution of Mechanical Engineers, Part I: Journal of Systems and Control Engineering** to require a declaration of conflicting interests from all authors enabling a statement to be carried within the paginated pages of all published articles.

Please include any declaration at the end of your manuscript after any acknowledgements and prior to the references, under a heading 'Declaration of Conflicting Interests'. If no declaration is made the following will be printed under this heading in your article: 'None Declared'. Alternatively, you may wish to state that 'The Author(s) declare(s) that there is no conflict of interest'.

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When making a declaration the disclosure information must be specific and include any financial relationship that all authors of the article has with any sponsoring organization and the for-profit interests the organization represents, and with any for-profit product discussed or implied in the text of the article.

Any commercial or financial involvements that might represent an appearance of a conflict of interest need to be additionally disclosed in the covering letter accompanying your article to assist the Editor in evaluating whether sufficient disclosure has been made within the Declaration of Conflicting Interests provided in the article.

For more information please visit the [SAGE Journal Author Gateway](#).

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6. Other conventions

Non-apply

7. Acknowledgements

Any acknowledgements should appear first at the end of your article prior to your Declaration of Conflicting Interests (if applicable), any notes and your References.

All contributors who do not meet the criteria for authorship should be listed in an 'Acknowledgements' section. Examples of those who might be acknowledged include a person who provided purely technical help, writing assistance, or a department chair who provided only general support. Authors should disclose whether they had any writing assistance and identify the entity that paid for this assistance.

7.1 Funding Acknowledgement

To comply with the guidance for Research Funders, Authors and Publishers issued by the Research Information Network (RIN), **Proceedings of the Institution of Mechanical Engineers, Part I: Journal of Systems and Control Engineering** additionally requires all Authors to acknowledge their funding in a consistent fashion under a separate heading. All research articles should have a funding acknowledgement in the form of a sentence as follows, with the funding agency written out in full, followed by the grant number in square brackets:

This work was supported by the Medical Research Council [grant number xxx].

Multiple grant numbers should be separated by comma and space. Where the research was supported by more than one agency, the different agencies should be separated by semi-colon, with "and" before the final funder. Thus:

This work was supported by the Wellcome Trust [grant numbers xxxx, yyyy]; the Natural Environment Research Council [grant number zzzz]; and the Economic and Social Research Council [grant number aaaa].

In some cases, research is not funded by a specific project grant, but rather from the block grant and other resources available to a university, college or other research institution. Where no specific funding has been provided for the research we ask that corresponding authors use the following sentence:

This research received no specific grant from any funding agency in the public, commercial, or not-for-profit sectors.

Please include this information under a separate heading entitled "Funding" directly after any other Acknowledgements prior to your "Declaration of Conflicting Interests" (if applicable), any Notes and your References.

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Important note: If you have any concerns that the provision of this information may compromise your anonymity dependent on the peer review policy of this journal outlined above, you can withhold this information until final accepted manuscript.

For more information on the guidance for Research Funders, Authors and Publishers, please visit: <http://www.rin.ac.uk/funders-acknowledgement>

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8. Permissions

Authors are responsible for obtaining permission from copyright holders for reproducing any illustrations, tables, figures or lengthy quotations previously published elsewhere. For further information including guidance on fair dealing for criticism and review, please visit our [Frequently Asked Questions](#) on the SAGE Journal Author Gateway.

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9. Manuscript style

9.1 File types

Only electronic files conforming to the journal's guidelines will be accepted. Preferred formats for the text and tables of your manuscript are Word DOC, RTF, XLS. LaTeX files are also accepted. Please also refer to additional guidelines on submitting artwork [and supplemental files] below.

9.2 Journal Style

The preferred order of contents for **Proceedings of the Institution of Mechanical Engineers, Part I, Journal of Systems and Control Engineering** is as follows:

- (a) Title of article.
 - (b) Author(s) name(s) and business address.
 - (c) Abstract of not more than 200 words: covering the aims of the work, methods used, results obtained and conclusions reached; keywords for information retrieval purposes should be indicated.
 - (d) Body of the paper: organized into logical sections, sequentially numbered with no more than two grades of subheadings.
 - (e) Acknowledgements.
- Tables should be numbered consecutively throughout the text.
- (f) List of captions for the illustrations which should also be numbered consecutively throughout the text; both line drawings and photographs must be included in the same numbering sequence.
 - (g) List of notation as the first appendix, in alphabetical order, defining all the symbols used in the paper (see 4 above).

9.3 Reference Style

References should appear in the order to which they have been referred in the text [1, 2]. For example:

1. Rahimian, M.A., and Tavazoei, M.S. Stabilizing fractional-order PI and PD controllers: an integer-order implemented system approach Proc. IMechE, Part I: J. Systems and Control Engineering 2010, 224 (I8), 893-903
- 2 Rantatalo, M., Tatar, K., and Norman, P. Laser Doppler vibrometry measure ements of a rotating milling machine spindle. In Eighth International Conference on Vibrations in Rotating Machinery, University of Wales, Swansea, 7–9 September 2004, IMechE Event Publications, paper C623/110/2004, pp. 157–168 (Professional Engineering Publishing, London).

9.4. Manuscript Preparation

The text should be double-spaced throughout and with a minimum of 3cm for left and right hand margins and 5cm at head and foot. Text should be standard 10 or 12 point.

9.4.1 Your Title, Keywords and Abstracts: Helping readers find your article online

The title, keywords and abstract are key to ensuring readers find your article online through online search engines such as Google. Please refer to the information and guidance on how best to title your article, write your abstract and select your keywords by visiting SAGE's Journal Author Gateway Guidelines on [How to Help Readers Find Your Article Online](#).

9.4.2 Corresponding Author Contact details

Provide full contact details for the corresponding author including email, mailing address and telephone numbers. Academic affiliations are required for all co-authors. These details should be presented separately to the main text of the article to facilitate anonymous peer review.

9.4.3 Guidelines for submitting artwork, figures and other graphics

For guidance on the preparation of illustrations, pictures and graphs in electronic format, please visit SAGE's [Manuscript Submission Guidelines](#).

If, together with your accepted article, you submit usable colour figures, these figures will appear in colour online regardless of whether or not these illustrations are reproduced in colour in the printed version. If a charge applies you will be informed by your SAGE Production Editor. For specifically requested colour reproduction in print, you will receive information regarding the costs from SAGE after receipt of your accepted article.

Mathematical: All vectors and matrices should be shown in bold type. Avoid confusion between ambiguous characters and take care to ensure that subscripts and superscripts are clear. Numbers below 10 should be written out in the text unless used in conjunction with units (e.g. three apples, 4 kg). Full points (not commas) should be used for decimals. For numbers less than one, a nought should be inserted before the decimal point. Use spaces (not commas) within numbers (e.g. 10 000, 0.125 275). Equations should be numbered sequentially within each main section, e.g. (3.2) for the second equation in section 3, with labels on the right hand side of the page. This is easily done in LaTeX by inserting the following commands in the preamble

```
\usepackage{amsmath}
\renewcommand{\theequation}{\thesection.\arabic{equation}}
\numberwithin{equation}{section}
```

9.4.4 Guidelines for submitting supplemental files

This journal is able to host approved supplemental materials online, alongside the full-text of articles. Supplemental files will be subjected to peer-review alongside the article. For more information please refer to SAGE's [Guidelines for Authors on Supplemental Files](#).

9.4.5 English Language Editing services

Non-English speaking authors who would like to refine their use of language in their manuscripts might consider using a professional editing service. Visit <http://www.sagepub.co.uk/authors/journal/submission.sp> for further information.

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10. After acceptance

10.1 Proofs

We will email a PDF of the proofs to the corresponding author.

10.2 E-Prints and Complimentary Copies

SAGE provides authors with access to a PDF of their final article. For further information please visit <http://www.sagepub.co.uk/authors/journal/reprint.sp>. We additionally provide the corresponding author with a complimentary copy of the print issue in which the article appears up to a maximum of 5 copies for onward supply by the corresponding author to co-authors.

10.3 SAGE Production

At SAGE we work to the highest production standards. We attach great importance to our quality service levels in copy-editing, typesetting, printing, and online publication

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(<http://online.sagepub.com/>). We also seek to uphold excellent author relations throughout the publication process.

We value your feedback to ensure we continue to improve our author service levels. On publication all corresponding authors will receive a brief survey questionnaire on your experience of publishing in **Proceedings of the Institution of Mechanical Engineers, Part I: Journal of Systems and Control Engineering** with SAGE.

10.4 OnlineFirst Publication

Proceedings of the Institution of Mechanical Engineers, Part I: Journal of Systems and Control Engineering benefits from OnlineFirst, a feature offered through SAGE's electronic journal platform, SAGE Journals Online. It allows final revision articles (completed articles in the queue for assignment to an upcoming issue) to be hosted online prior to their inclusion in a final print and online journal issue, which significantly reduces the lead time between submission and publication. For more information please visit our [OnlineFirst Fact Sheet](#).

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11. Further information

Any correspondence, queries or additional requests for information on the Manuscript Submission process should be sent to the Editorial Office as follows:

Managing Editor
SAGE Publications Ltd
1 Oliver's Yard, 55 City Road
London, EC1Y 1SP
UK

Email: jsysconeng@sagepub.co.uk

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