



Legal Requirements

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities - tacitly or explicitly - at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

Permission

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

How to submit

Papers for publication to *Transportation Safety and Security* should be submitted by e-mail directly to the journal's managing editor: Ms. Lissa Gay, lissa@utk.edu.

Manuscript Preparation

General

- Manuscripts must be submitted by e-mail to the appropriate Editor.
- The submission must be in the form of a single Word file, with the complete document presented in black and white. Letter (8.5" width×11" Height) paper size should be used for the Word file. Number all pages consecutively. Papers should be typed in 12-point Times Roman point with standard double-spacing, single column, and 2.5 cm wide (1 inch) margins all round. The use of footnotes should be avoided.
- Authors should limit their papers to no more than 40 pages including all figures, table etc, prepared in accordance with the guidance given below.
- The body text of manuscripts should be no more than 6000 words.
- Present tables and figures on separate pages at the end of the manuscript.
- Papers are checked for relevance to the Journal's objectives and conformity with the Instructions to Authors before the peer review process is commenced. To ensure clarity authors whose mother tongue is not English should have their papers copy edited, before submission.

Manuscript Organization Order

- Page 1: Title page
- Page 2: Abstract and Keywords
- Page ...: Paper Body
- Page ...: Tables
- Page ...: Figures

Title page

The title page should include:

A concise and informative title

The name(s), affiliation(s) and address(es) of the author(s)

The e-mail address, telephone and fax numbers (with country and area code) of the corresponding author

Abstract

Please provide an abstract of not more than 200 words. The abstract should not contain any undefined abbreviations or unspecified references.

Keywords

Please provide 4 to 6 keywords that can be used for indexing purposes.

Arrangement of the article

Text should be typed in 12-point Times Roman point. Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2), 1.2, etc. (the Abstract, Acknowledgements, and References are not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text.' Any subsection may be given a brief heading. Each heading should appear on its own separate line. Abbreviations should be defined at first mention and used consistently thereafter.

Acknowledgements

If applicable, place acknowledgements, including information on grants received, before the references, in a separate section, and not as a footnote on the title page.

References

The list of References should only include works that are cited in the text and that have been published or accepted for publication. Do not use footnotes or endnotes as a substitute for a reference list.

Citation in text

Cite references in the text by name and year in parentheses. Some examples:

- Transportation safety is a critical research field (Jones 1997).
- This analysis was consistent with the previous conclusion (Richards and Yan 2006).
- This result was reported by several previous studies (Smith 2001; Reason et al. 2006; Krulak and Smith 1992; Wang et al. 2007).

References List style

Reference list entries should be alphabetized by the last names of the first author of each work.

Journal article

Smith, J., Jones, A.B., and Wang, C., 1999. Crash Risk Analysis. *Transportation Safety & Security*, Vol. 5, pp. 251-261.

Book

Jones, A.B., and Wang, C., 2000. *New Technologies for Transportation Safety*. Blackwell, London.

Article by DOI

Smith, J., Jones, A.B., and Wang, C., 1999. Crash Risk Analysis. *Transportation Safety & Security* (in press), DOI: 10.1007/s001090000086.

Online document

Smith, J., 2000. Transportation Security. <http://www.dot.org/research/resource>. Access date: 15 Jan 2003.

Tables

- All tables are to be numbered using Arabic numerals.
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table heading. The table title should explain clearly and concisely the components of the table.
- Identify any previously published material by giving the original source in the form of a reference at the end of the table heading.
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

Tables must be in black and white, although a color version can also be provided, for inclusion in the web-based version of the paper, if published. Tables that cannot be reproduced satisfactorily within the Journal's standard page must be capable of reproduction in parts, over two or more pages. Tables may be edited by the publisher to permit more compact typesetting.

Figures

- All figures are to be numbered using Arabic numerals.
- Figure parts should be denoted by lowercase letters.
- Figures should always be cited in text in consecutive numerical order.
- For each figure, please supply a figure caption.
- Make sure to identify all elements found in the figure in the caption.
- Identify any previously published material by giving the original source in the form of a reference at the end of the caption.

Figures must be suited to reproduction within the Journal's standard page. Figures might be reduced for publication. Small type should be avoided. All figures must be in black and white. However, a color version can also be provided, for inclusion in the web-based version of the paper, if published. If the author agrees, to cover the cost of color reproduction, color figures can also be included in the hard copy version.

Equations

Mathematical equations should be numbered using Arabic numerals on the right-hand margin. The equations should be cited in the text as Equation 1, or Equations 1, 2, and 3.

Units

Authors must adhere to SI units to prepare manuscripts (<http://physics.nist.gov/cuu/Units/rules.html>). English units may be included in parentheses.