

# TIAFT BULLETIN SUBMISSION GUIDELINES

## Editors

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## Bulletin Article Type

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- Announcement or Message
  - Presidents' message, treasurer's message, secretary's message, announcement of a scientific meeting, etc.
  - The maximum word count is 500.
- Meeting Report
  - Summary of scientific meeting (e.g. TIAFT, TIAFT regional meeting, IATDMCT, SOHT, SFTA, GTFCh, etc)
  - The maximum word count is 1500.
- 'Mentor' column or 'Ask the Expert' column
  - This column highlights the experience of senior toxicologists on contemporary issues in forensic toxicology, or big changes and challenges observed over their career, as well as their scientific experience.
  - The maximum word count is 4000
- Young Scientist column
  - "Young Scientists Corner", including PhD and early career researcher profiles, containing information on the individual as well as a short resume of their PhD work. This enables the Bulletin readers to have a follow-up on the novel research conducted in our field worldwide.
  - The maximum word count is 4000
- Case-reports
  - This report describes an interesting case report or a case report series.
  - The maximum word count is 4000
- Research Article

- A research article is a detailed description of an original study.
- The manuscript consists of an introduction, a methods section, results, discussion and references.
- The maximum word count is 7000

## A Bulletin Article Guidelines

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- Artwork/Pictures
  - Send the artwork in a separate file
  - Make sure that artwork files are in an acceptable format (JPEG or high quality PDF)
- Tables
  - Send each Table in a separate file (JPEG, word or Excel)
  - Number tables consecutively in accordance with their appearance in the text. Place footnotes to tables below the table body and indicate them with superscript lowercase letters.
- References
  - **Reference style (based on Forensic Science International)**
  - **Citations in Text:** indicate references by number(s) in square brackets in line with the text.
  - **Reference List:** Number the references (numbers in square brackets) in the list in the order in which they appear in the text.  
Examples:
    - *Reference to a journal publication:*  
[1] J. van der Geer, J.A.J. Hanraads, R.A. Lupton, The art of writing a scientific article, J. Sci. Commun. 163 (2000) 51–59.
    - *Reference to a book:*  
[2] W. Strunk Jr., E.B. White, The Elements of Style, third ed., Macmillan, New York, 1979.
    - *Reference to a chapter in an edited book:*  
[3] G.R. Mettam, L.B. Adams, How to prepare an electronic version of your article, in: B.S. Jones, R.Z. Smith (Eds.), Introduction to the Electronic Age, E-Publishing Inc., New York, 1999, pp. 281–304.

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