

TIAFT BULLETIN SUBMISSION GUIDELINES

Editors

Dr Rebecca Hartman, PhD

Chief Toxicologist

Monroe County Office of the Medical Examiner

Rochester, NY

rebeccahartman@monroecounty.gov

Dr Jennifer Schumann, PhD

Head, Drug Intelligence Unit

Victorian Institute of Forensic Medicine

Melbourne, Australia

jennifer.schumann@vifm.org

Bulletin Article Type

- Announcement or Message
 - President's 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 Report
 - This report describes an interesting case report or a case report series.
 - The maximum word count is 4000

- o 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

Bulletin Article Guidelines

- o Artwork/Pictures

- Send the artwork in a separate file
- Make sure that artwork files are in an acceptable format (JPEG or high quality PDF)

- o 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.

- o References

- **Reference style** (based on *Journal of Analytical Toxicology* [reference formatting] and on *Forensic Science International* [square brackets for in-text citations and numbered list])
- **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] Bertholf, R.L., Bertholf, A.L., Reisfield, G.M. and Goldberger, B.A. (2011) Respiratory exposure to ethanol vapor during use of hand sanitizers: is it significant? *Journal of Analytical Toxicology*, 35, 319–320
- *Reference to a book or chapter in an edited book:*
[2] Jones, A.W. (2011) Driving under the influence of alcohol. In Moffat, A.C., Osselton, M.D., Widdop, B., and Watts, J. (Eds.), *Clarke's Analysis of Drugs and Poisons*, 4th edition, Volume 1, Chapter 4. Pharmaceutical Press, London, U.K., pp. 87–114.
- *Reference to an electronic source:*
[3] (2018) World Drug Report 2018. United Nations Office on Drugs and Crime. <https://dataunodc.un.org/drugs> (accessed August 14, 2018).

Contact

bulletin@tiaft.org