

Australian Journal of
Emergency Management

Contributor guidelines

Editorial Enquiries

Managing Editor
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P: 0409 823 344

Subscription Enquiries

Australian Institute for
Disaster Resilience
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The Australian Journal of Emergency Management (AJEM) is Australia's premier journal for emergency management covering all hazards and all emergencies.

From research to practice, global government to community engagement, AJEM focuses on promoting and facilitating discussion and debate at all levels of emergency management. The Journal's papers feature extensive analysis, considered views, lessons learnt and insights into current and future issues from researchers and practitioners.

AJEM is highly regarded within the national and international community for strong scholarly research underpinned by evidence. The Journal follows a double-blind refereeing process for research articles undergoing peer review.

AJEM is published quarterly and welcomes submissions from all areas of emergency management theory and practice, with a focus on risk reduction, readiness, response, and recovery.

The Australian Journal of Emergency Management is an official publication of the Australian Institute of Disaster Resilience.

All articles submitted will be considered for publication in the Journal however, the Editor-in-chief and the Editorial Committee reserve the right to edit or to reject unsuitable material.

AJEM will not publish articles promoting a named product or service of an individual or firm.

Members of the Editorial Committee review each article submitted to the AJEM. The Journal's editorial committee acts as a liaison between contributors and the Editorial Advisory Board. All communication concerning article submission, review and publication should be directed to the Managing Editor.

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Submission guidelines

Submissions must conform to the following guidelines:

1. Research articles should be no longer than 4,000 words, including references and be in final draft version (i.e. free of spelling and grammatical errors). It is recommended that the number of references be appropriate to the length of the article.
2. News and Views articles, including conference reports, opinion pieces and case studies should be no longer than 700 words and be accompanied by suitable images.
3. Substantive manuscripts of greater than 4,000 words, including references, will be considered for addition to the AJEM Monograph Series, and made available through the Australian Disaster Resilience Knowledge Hub. Substantive research publications will undergo double blind peer review as per research articles appearing in AJEM. Substantive articles will appear in the index of the relevant edition of AJEM, and directly linked to from the AJEM website, but not appear in the printed publication. For more information and examples, visit <http://www.knowledge.aidr.org.au>.
4. Articles should be submitted in electronic MS Word compatible format and emailed to ajem_editor@aidr.org.au.
5. Any tables, figures, charts, boxes and equations used in the text should also be provided in their electronic file type as separate files (please ensure the file is MS Word compatible). All print-ready images should be supplied as separate files (see point 6 below for file type). Where appropriate, you may indicate an approximate placement of the image within the text and we will endeavour to accommodate the image on or about the position indicated.
6. The Journal accepts images in JPEG, TIF or EPS formats at 300 dpi. Appropriate captions for images should accompany your submission.
7. A short biographical paragraph (40 – 50 words) and a 200 word abstract should be submitted with each research article.
8. COPYRIGHT: Authors are responsible for obtaining permission to reproduce copyright material from other sources and are asked to check that references to people and organisations are accurate and not libellous. While the publishers will make every effort to ensure accuracy, they do not accept responsibility for mistakes or the consequences that may arise from them. A Copyright Form completed by all Authors should accompany your submission.
9. AJEM editors prefer the Harvard system of in-text citation eg. (Gosling & Edwards 1995, p.4) rather than footnotes. References should also be cited at the end of the paper in Harvard style.
10. All research articles require ethics approval.

Layout for references is as follows:

Gosling L & Edwards M 2005, Toolkits: A practical guide to planning, monitoring, evaluation and impact assessment, Save the Children, UK.

Full details and examples are available online at: <http://guides.library.uwa.edu.au/friendly.php?s=harvard>

References not using Harvard referencing will be returned to the author for amendment.