Thank you for your interest in Information for Authors. We ask that authors read and observe these guidelines reviewed by at least two reviewers and a Senior Editor from the Editorial Board. All manuscripts receive full consideration, and those deemed appropriate for consideration for publication are peer reviewed by at least two reviewers and a Senior Editor from the Editorial Board. Final acceptance or rejection rests with the Editorial Board.

ETHICAL CONSIDERATIONS

International Society of Addiction Journal Editors (ISAJE) Ethical Practice Guidelines provide guidance to authors regarding ethical and procedural issues that affect the integrity of scientific publishing. We ask that authors read and observe these guidelines especially in regard to study design and ethical consent, approval, authorship, conflict of interests, plagiarism and redundant publication. ISAJE Guidelines define authorship as substantial contribution to all aspects of the research design, analysis and interpretation of data and contribution to the intellectual content of the article. All authors must be willing to take public responsibility for the content of the article. Please note that authors will be asked to confirm knowledge of these guidelines during the submission process.

Principles for Publication of Research Involving Human Subjects

Manuscripts should contain a statement to the effect that all studies have been reviewed by the appropriate ethics committee or Institutional Review Board and have therefore been performed in accordance with the ethical standards laid down in an appropriate version of the Declaration of Helsinki (as revised in Brazil 2013). For studies where this applies, it should also state clearly in the text that all persons gave their informed consent prior to their inclusion in the study. Details that might disclose the identity of the subjects under the study should be omitted. In cases where approval has not been sought or would not normally be required, those indicate the reasons for non-approval in the covering letter to the Editor.

Registration

All randomised controlled trials (RCT) involving clinical populations must be registered with a public trials registry such as the Australian and New Zealand Clinical Trials Register (ANZCTR). Trial registration number and name of the registry will need to be cited in the acknowledgement section of the paper. If the commencement of the trial precedes the registration date, please explain why in the cover letter.

REPORTING GUIDELINES

• RCTs: The CONSORT Statement provides evidence based recommendations for reporting RCTs. All RCTs must follow the CONSORT guidelines (www.consort-statement.org) including the checklist and flow diagram.
• Reviews: The PRISMA Statement encourages transparent reporting of meta-analyses and systematic reviews. The PRISMA checklist and flow diagram should be included. To view the PRISMA Statement and Guidelines go to http://www.prisma-statement.org.
• Case-Control, Cross-Sectional Studies: Refer to the STROBE Statement and checklist for reporting (http://www.strobe-statement.org).
• Qualitative papers: The following criteria will be used to review papers which are based on qualitative material – observations, recorded conversations or open-ended responses or documentary material – including such work as ethnographics, historical and policy studies. Note that the word limit for such papers is 4500 words if they are without tables or figures.

Transparency: Is the research question clearly defined? Does the question fit a qualitative research design? Is the particular methodology (i.e. the principles that guide the research such as grounded theory, phenomenology, action research, discourse analysis, ethnography, case study and so on) described and discussed? Is the type of qualitative method (i.e. the ‘tools’ used to conduct the research such as interview, focus groups, document analysis and so on) described and discussed?

Information for Authors

MANUSCRIPT SUBMISSION

Thank you for your interest in Drug and Alcohol Review. Please read the complete Author Guidelines carefully prior to submitting your manuscript. Manuscripts that do not adhere to the following instructions will be returned to the corresponding author for technical revision before undergoing peer review.

Note that submission implies that the content has not been published or submitted for publication elsewhere except as a brief abstract in the proceedings of a scientific meeting or symposium. Once you have prepared your submission in accordance with the Guidelines, manuscripts should be submitted online at http://mc.manuscriptcentral.com/dar

We look forward to your submission.

EDITORIAL CONSIDERATIONS

Drug and Alcohol Review is Asia-Pacific’s leading multidisciplinary journal addressing issues related to alcohol and drug-related problems. As the official journal of the Australasian Professional Society on Alcohol and other Drugs (APSAD), Drug and Alcohol Review is an international meeting ground for the views, expertise and experience of all those involved in studying alcohol, tobacco and drug problems. Contributors to the journal examine and report on alcohol and drug use from a wide range of clinical, epidemiological, psychological and sociological perspectives. Drug and Alcohol Review particularly encourages the submission of papers which have a harm reduction perspective. All philosophies, however, will find a place in the journal: the principal criterion is that the word limit for such papers is their quality.

Papers are accepted on the basis of the quality and originality of the research and its significance to our readership. All manuscripts receive full consideration, and those deemed appropriate for consideration for publication are peer reviewed by at least two reviewers and a Senior Editor from the Editorial Board. Final acceptance or rejection rests with the Editorial Board.

Ethical Considerations

Original Papers – reports of new research findings or conceptual analyses that make a significant contribution to knowledge (3500 word limit*).

Papers analysing qualitative fieldwork or documentary materials (normally without tables) may have up to 4500 words*.

Original papers should include no more than 20 references.

Case Reports – Drug and Alcohol Review is broadly interested in case reports, which may be useful for guidance.

Critiques Editor before submitting a review, 800 word limit*).

Critiques

– preliminary findings of research (1500 word limit*).

Ordinarily, Brief Reports should include no more than 10 references.

Case Reports – Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).

Obituaries – 350-500 words*. Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).

CRITIQUES

Published in the following sections:

Original Papers – reports of new research findings or conceptual analyses that make a significant contribution to knowledge (3500 word limit*).

Papers analysing qualitative fieldwork or documentary materials (normally without tables) may have up to 4500 words*.

Ordinarily, Original papers should include no more than 20 references.

Case Reports – Drug and Alcohol Review is broadly interested in case reports, which may be useful for guidance.

Critiques Editor before submitting a review, 800 word limit*).

Critiques

– preliminary findings of research (1500 word limit*).

Ordinarily, Brief Reports should include no more than 10 references.

Case Reports – Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).

Obituaries – 350-500 words*. Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).

CRITIQUES

Published in the following sections:

Original Papers – reports of new research findings or conceptual analyses that make a significant contribution to knowledge (3500 word limit*).

Papers analysing qualitative fieldwork or documentary materials (normally without tables) may have up to 4500 words*.

Ordinarily, Original papers should include no more than 20 references.

Case Reports – Drug and Alcohol Review is broadly interested in case reports, which may be useful for guidance.

Critiques Editor before submitting a review, 800 word limit*).

Critiques

– preliminary findings of research (1500 word limit*).

Ordinarily, Brief Reports should include no more than 10 references.

Case Reports – Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).

Obituaries – 350-500 words*. Drug and Alcohol Review will publish obituaries related to the life and works of prominent researchers and others who have substantially contributed to the alcohol and other drug field. Typically commissioned, obituaries are brief overviews of the deceased person’s life and major contributions. Along with an appreciation of their work and personal traits, please include the person’s birth and death years, place of birth, names and cities of the major institutions where the person worked, positions of importance held, and other interests outside work in the field. Approaches to publish obituaries should be made to the Executive Editor.

Editorial articles - are usually commissioned but unsolicited material may be considered. Please approach the Editor-in-Chief before submitting this material (Email: dar@apsad.org.au).

Letters to the Editor – are welcomed and will be published online only (1000 word limit*).
Preparing the Manuscript

Author Services
Prior to submission, we encourage authors to browse the ‘Author Resources’ section of the Wiley ‘Author Services’ website: https://authorservices.wiley.com. This site includes useful information covering such topics as copyright matters, ethics and electronic artwork guidelines.

Pre-submission English-language editing
Authors for whom English is a second language may choose to have their manuscript professionally edited before submission to improve the English. Visit http://wileyediting.com/en/ to learn about the options. All services are paid for and arranged by the author. Please note using English Language Editing Service does not guarantee that your paper will be accepted by this journal.

Optimising Your Article for Search Engines
Many students and researchers looking for information online will use search engines such as Google, Yahoo or similar. By optimising your article for search engines, you will increase the chance of someone finding it. This in turn will make it more likely to be viewed and/or cited in another work.

Wiley have compiled guidelines to enable you to maximise the web-friendliness of the most public part of your article.

Manuscript Style
We encourage high quality writing and refer our authors to one of the many writing guides available online such as Epling’s Guide to Writing a Scientific Paper (http://www.cmu.ac.uk/2002/43/312035150.pdf). Manuscripts should follow the style of the Vancouver agreement detailed in the International Committee of Medical Journal Editors’ revised Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication (see http://www.icmje.org/). We also encourage the use of non-stigmatising language as outlined by the International Society of Addiction Journal Editors (see http://www.isaje.net/addiction-terminology). Expression should generally refer to alcohol and other drugs to reflect the status of alcohol as a drug.

• Spelling: The journal uses English (UK) spelling.
• Units: All measurements must be given in SI or SI-derived units with traditional units in parentheses; exceptions are blood pressure which should be expressed in mm Hg and haemoglobin concentration (g/dL). Blood alcohol level or other alcohol levels must be expressed in percent (e.g. BAL 0.05%, which means 0.05 grams of alcohol in every 100 ml of blood).
• Abbreviations: The Journal strictly limits the use of abbreviations to 50 terms that are used at least three times, with the exception of abbreviations of certain standard units of measurement and statistical measures such as SD or CI. These can be used without explanation in the abstract and should be written in full on the first use in the manuscript. All other abbreviations should be written in full on their first use in the abstract and the main body of the manuscript.
• Trade names: Authors should ensure their approved, not proprietary, names and the source of any new or experimental preparation should be given.

Parts of the Manuscript
Manuscripts should be presented in the following order:

(a) Title page
(b) Abstract and key words
(c) Text
(d) Acknowledgements
(e) References
(f) Appendices
(g) Figures
(h) Supplementary online information

The title page should contain:
1. The title of the paper – the title should be concise and informative, with no abbreviations
2. A short running title of no more than 40 characters
3. The authors’ full names, highest academic qualification (e.g. BA, MSc, PhD etc.), job position and affiliation (department and institution).
4. The full postal and email address, and telephone number, of the corresponding author.

The second page should carry a structured abstract of not more than 250 words, using the following headings:

• For Original Papers and Brief Reports- Introduction and Aims, Design and Methods, Results, Discussion and Conclusions
• For Reviews- Issues, Approach, Key Findings, Implications, Conclusion

Abstracts are encouraged but not required for Commentaries, and can be unstructured.

The text of Original Papers should conform to the conventional structure for scientific communications: introduction, methods, results and discussion. The format of Reviews and Commentaries is likely to differ from this and authors should consult previous issues of the Journal for guidance. Brief Reports should generally conform to the format of original papers. All results should be explained by describing the statistical methods employed and the results of the tests of statistical significance.

We suggest authors follow guidelines for the discussion section of their paper, as reported in the British Medical Journal: (Docherty BMJ 1999 – https://www.bmj.com/content/318/7193/1224.extract):

• Statement of principal findings
• Strengths and weaknesses of the study
• Strengths and weaknesses in relation to other studies, discussing particularly any differences in results
• Meaning of the study; possible mechanisms and implications for clinicians or policymakers
• Unanswered questions and future research

Statistical information should be reported consistently throughout the manuscript.

• We prefer exact P-values to two decimal places with P<0.01 used thereafter.
• For decimal fractions less than 1.00, use a zero in the whole-number position (e.g. 0.01).
• Confidence intervals should be expressed using commas rather than dashes (e.g. 1.23, 1.39).
• Meaningful regression terms should be used (i.e. odds ratios rather than beta coefficients in logistic regression). With continuous outcomes coefficients must be specified in relation to the unit of measurement.
• Round up percentages to whole numbers for denominators up to 1000, or one decimal place for denominators greater than 1000.

(d) Acknowledgements
All sources of support in the form of financial grants, equipment or drugs should be stated in the acknowledgment section. Contributions of colleagues or organisations can be acknowledged but personal thanks or appreciation of anonymous reviewers is not appropriate. Trial registration number and name of the public trial registry should be listed here for an RCT.

(e) Conflict of Interest
A conflict of interest statement is required for all submissions. This should appear after the list of authors and include full financial, any connection of any of the researchers with the tobacco, alcohol, cannabis, pharmaceutical or gaming industries, or organisations funded by these industries. Connections with treatment or other service providers should also be disclosed here. If authors have no conflict of interest then they should write “None to declare”.

(f) References
The Vancouver system of referencing should be used. References should be numbered in brackets or consecutively in the order in which they are first mentioned in the text. Journal titles should be abbreviated as they would appear in the US National Library of Medicine catalogue (http://www.ncbi.nlm.nih.gov/pubmed/journals). Indicate in the text with Arabic numbers inside square brackets (e.g. [1] or [2-7] or [4, 5]). If cited in tables or figure legends, number according to the first identification of the table or figure in the text. In the reference list, cite the names of all authors. Avoid the use of unpublished abstracts as references. Reference to unpublished data and personal communications should not appear in the list but should be cited in the text only (e.g. Smith A, 2011, unpublished data). Manuscripts accepted but not yet published may be referenced, the journal should be named and the phrase ‘in press’ should follow. All citations mentioned in the text, tables or figures must be listed in the reference list.

We recommend the use of software such as Reference Manager (https://endnote.com/) for reference management and formatting.

References should be formatted as follows:

Journal articles

Book

Book Chapter

Website

(g) Tables and Figures
There should be a maximum of five Tables and Figures for original research papers and two for Brief Reports. Requests to include a number of Tables and Figures above these limits will be considered on a case-by-case basis.

Tables
Tables should be self-contained and complement, not duplicate, information contained in the text. Number tables consecutively in the text. Including a table covering footnotes:

Explanatory matter, including definition of abbreviations, should be placed in footnotes. Type tables on a separate page with the legend above; legends should be concise but comprehensive - the table, legend and footnotes must be understandable without reference to the text. Vertical lines should not be used to separate columns. Column headings should be brief, with units of measurement in parentheses. If data come from another published or unpublished paper, the original source should be cited.
Figures
All illustrations (line drawings and photographs) are classified as figures. Figures should be numbered using Arabic numerals, and cited in consecutive order in the text. Figures can be included at the end of the main document or uploaded as separate files, with the figure number incorporated in the file name. For submission, low-resolution figures saved as jpg or bmp files should be uploaded or included in the Word document, for ease of transmission during the review process.

Preparation of Electronic Figures for Publication: Although low quality images are adequate for review purposes, publication requires high quality images to prevent the final product being blurred or fuzzy. Submit EPS (line art) or TIFF (halftone/photographs) files only. MS PowerPoint and Word Graphics are unsuitable for printed pictures. Do not use pixel-oriented programs. Scans (TIFF only) should have a resolution of 300 dpi (halftone) or 600 to 1200 dpi (line drawings) in relation to the reproduction size (see below). EPS files should be saved with fonts embedded (and with a TIFF preview if possible). For scanned images, the scanning resolution (at final image size) should be as follows to ensure good reproduction: line art: >600 dpi; half-tones (including gel photographs): >300 dpi; figures containing both halftone and line images: >600 dpi. Advice on figures can be found at Wiley’s guidelines for preparation of figures: media.wiley.com/assets/7323/92/electronic_artwork_guidelines.pdf

Figure legends
Figure legends should accompany Figures when included in the manuscript file or typed on a separate page when Figures are included as separate files. Legends should be concise but comprehensive – the figure and its legend must be understandable without reference to the text. Include definitions of any symbols used and define/explain all abbreviations and units of measurement.

(b) Online supplementary material: These should be submitted as a separate file, with sections numbered in Roman numerals, with the prefix ‘S’, and referred to in the text. If written by a person other than the author of the main text, the writer’s name should be included below the title. Appendices should be submitted as online supplementary material.

Supporting Information
Supporting information is not essential to the article but provides greater depth and background and may include tables, figures, videos, datasets, etc. This material can be submitted with your manuscript, and will appear online, without editing or typesetting. Guidelines on how to prepare this material and which formats and files sizes are acceptable can be found at: http://authorservices.wiley.com/bauthor/supportmat.asp
Please note that the provision of supporting information is not encouraged as a general rule. It will be assessed critically by reviewers and editors and will only be accepted if it is essential.

SUBMISSION REQUIREMENTS
Manuscripts should be submitted online at http://mc.manuscriptcentral.com/dar
- A cover letter should be included in the 'Cover Letter' section of the ScholarOne system. The text may be entered directly into the field or uploaded as a file.
- Please submit a main document file using Microsoft Word that includes all parts of the text in the sequence indicated in the section 'Parts of the manuscript', including tables and figures.
- The main text file should be prepared using Microsoft Word, using 1.5 line spacing.

PUBLICATION PROCESS AFTER ACCEPTANCE
Accepted papers will be passed to Wiley’s production team for publication. The author identified as the formal corresponding author for the paper will receive an email prompting them to login into Wiley’s Author Services, where via the Wiley Author Licensing Service (WALS) they will be asked to complete an electronic license agreement on behalf of all authors on the paper. More details on the copyright and licensing options for the journal appear below.

Wiley’s Author Services
Author Services enables authors to track their article through the production process to publication online and in print. Authors can check the status of their articles online and choose to receive automated emails at key stages of production. The corresponding author will receive a unique link that enables them to register and have their article automatically added to the system. Please ensure that a complete email address is provided when submitting the manuscript. Visit https://authorservices.wiley.com/home.html for more details on online production tracking and for a wealth of resources including FAQs and tips on article preparation, submission and more.

Proofs
Once the paper has been typeset the corresponding author will receive an email alert containing instructions on how to provide proof corrections to the article. It is therefore essential that a working email address is provided for the corresponding author. Proofs should be corrected carefully; the responsibility for detecting errors lies with the author.

Early View
The journal offers rapid speed to publication via Wiley’s Early View service. Early View articles are complete full-text articles published online in advance of their publication in a printed issue. Early View articles are complete and final. They have been fully reviewed, revised and edited for publication, and are therefore ‘final corrections’ have been incorporated. Because they are in final form, no changes can be made after online publication. Early View articles are given a Digital Object Identifier (DOI), which allows the article to be tracked and tracked before allocation to an issue. After print publication, the DOI remains valid and can continue to be used to cite and access the article. More information about DOIs can be found at http://www.doi.org/faq.html.

Offprints
A PDF reprint of the article will be supplied free of charge to the corresponding author. Additional printed offprints may be ordered online for a fee. Please click on the following link and fill in the necessary details and ensure that you type information in all of the required fields: http://offprint.cosprinters.com/cos. If you have queries about offprints please email: offprint@cosprinters.com.

Author Marketing Toolkit
The Wiley Author Marketing Toolkit, available through Author Services, provides authors with support on how to use social media, publicity, conferences, multimedia, email and the web to promote their article.

COPYRIGHT, LICENSING AND ONLINE OPEN
Authors may choose to publish under the terms of the journal’s standard copyright transfer agreement (CTA), or under open access terms made available via Wiley OnlineOpen.

Standard Copyright Transfer Agreement: FAQs about the terms and conditions of the standard CTA in place for the journal, including standard terms regarding archiving of the accepted version of the paper, are available at http://www.wileyauthors.com/licensingFAQ.

In signing the journal’s licence agreement authors agree that consent to reproduce figures from another source has been obtained.

OnlineOpen – Wiley’s Open Access Option: OnlineOpen is available to authors of articles who wish to make their article freely available to all on Wiley Online Library under a Creative Commons license. With OnlineOpen, the author, the author's funding agency, or the author's institution pays a fee to ensure that the article is made open access. Authors of OnlineOpen articles are permitted to post the final, published PDF of their article on their personal website, and in an institutional repository or other free public server immediately after publication. All OnlineOpen articles are treated in the same way as any other article. They go through the journal’s standard peer-review process and will be accepted or rejected based on their own merit.

OnlineOpen licenses. Authors choosing OnlineOpen retain copyright in their article and have a choice of publishing under the following Creative Commons License terms: Creative Commons Attribution License (CC BY); Creative Commons Attribution-Non-Commercial License (CC BY NC); Creative Commons Attribution-Non-Commercial-NoDerivs License (CC BY NC ND).

To preview the terms and conditions of these open access agreements please visit http://www.wileyauthors.com/licensingFAQ.

Funder Open Access and Self-Archiving Compliance: Please visit Author Services (https://authorservices.wiley.com/home.html) for more information on Wiley’s compliance with specific Funder Open Access and Self-Archiving Policies, and for more detailed information specifically about Self-Archiving definitions and policies.

ONLINE ACCESS TO MANUSCRIPTS
Papers published in Drug and Alcohol Review will be permanently available by subscription or purchase on the Wiley Online Library website. Authors can also make their paper freely available on the Drug and Alcohol Review website through open access (see information on OnlineOpen above). Authors may post an electronic version of their article on their own personal website, their employer’s website/repository or on free public servers in their subject area. Electronic versions of the accepted article must include a link to the published version of the article, together with the following text: “The definitive version is available at www.drugandalcoholreview.wiley.com”. For papers supported by an Australian funding agency which requires open access publication, the paper will be made available by open access on the Wiley site within 12 months of publication. For US NIH funded research and other funding bodies please refer to Wiley’s open access policy: https://authorservices.wiley.com/open-science/open-access/index.html

EDITORIAL OFFICE CONTACT DETAILS
Editorial Officer
Drug and Alcohol Review
PO Box R1014, Royal Exchange
NSW 1225 AUSTRALIA
Tel.: +61(0)2 9252 2281
Email: dar@asad.org.au

Author Guidelines Updated 7 August 2018