SAGE Open
Manuscript Submission Guidelines

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This Journal is a member of the Committee on Publication Ethics.

This Journal recommends that authors follow the Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals formulated by the International Committee of Medical Journal Editors (ICMJE).

Please read the guidelines below then visit the journal's submission site https://mc.manuscriptcentral.com/sageopen to upload your manuscript. Please note that manuscripts not conforming to these guidelines may be returned.

Only manuscripts of sufficient quality that meet the aims and scope of SAGE Open will be reviewed.

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2. Article processing charge (APC)
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   The article processing charge (APC) is $395.

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3. What do we publish?
   3.1 Aims & scope
   Before submitting your manuscript to SAGE Open, please ensure you have read the Aims & Scope.

   3.2 Article types
   SAGE Open welcomes the submission of original research articles and literature reviews.
3.3 Writing your paper
The SAGE Author Gateway has some general advice and on how to get published, plus links to further resources.

3.3.1 Making your article discoverable
When writing up your paper, think about how you can make it discoverable. The title, keywords and abstract are key to ensuring readers find your article through search engines such as Google. For information and guidance on how best to title your article, write your abstract and select your keywords, have a look at this page on the Gateway: How to Help Readers Find Your Article Online

4. Editorial policies

4.1 Peer review policy
The journal’s policy is to have manuscripts reviewed by two expert reviewers. SAGE Open utilizes a double-blind peer review process in which the reviewer and authors’ names and information are withheld from the other. All manuscripts are reviewed as rapidly as possible, while maintaining rigor. Reviewers make comments to the author and recommendations to the Article Editor who then make the final decision.

The approach of SAGE Open’s peer review process differs from that of traditional journals. Rather than assessing the relative ‘importance’ of a given article to its respective field, peer review will instead focus solely on determining the quality of research methodology, that is, determining whether the research was conducted properly, the discussion accurately summarizes the research, and the conclusion follows logically from the research. Readers and the academic community at large will then have the power to continue the peer review process after online publication, helping to determine the significance of each article through the ability to share a discuss articles freely and through article-level usage metrics.

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All parties who have made a substantive contribution to the article should be listed as authors. Principal authorship, authorship order, and other publication credits should be based on the relative scientific or professional contributions of the individuals involved, regardless of their status. A student is usually listed as principal author on any multiple-authored publication that substantially derives from the student’s dissertation or thesis.

4.3 Acknowledgements
All contributors who do not meet the criteria for authorship should be listed in an Acknowledgements section. Examples of those who might be acknowledged include a person who provided purely technical help, or a department chair who provided only general support.

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4.5 Declaration of conflicting interests
SAGE Open encourages authors to include a declaration of any conflicting interests and recommends you review the good practice guidelines on the SAGE Journal Author Gateway.

Please include any declaration in file separate from the main text, after any acknowledgements, under the heading 'Conflicts of Interest.' If no declaration is made the following will be printed under this heading in your article: ‘None declared’. Alternatively, you may wish to state that ‘The Author(s) declare(s) that there is no conflict of interest’.

When making a declaration the disclosure information must be specific and include any financial relationship that all authors of the article has with any sponsoring organization and the for-profit interests the organization represents, and with any for-profit product discussed or implied in the text of the article.

Any commercial or financial involvements that might represent an appearance of a conflict of interest need to be additionally disclosed in the covering letter accompanying your article to assist the Editor in evaluating whether sufficient disclosure has been made within the Declaration of Conflicting Interests provided in the article.
5. Publishing policies

5.1 Publication ethics
SAGE is committed to upholding the integrity of the academic record. We encourage authors to refer to the Committee on Publication Ethics’ International Standards for Authors and view the Publication Ethics page on the SAGE Author Gateway. Journal policy prohibits an author from submitting the same manuscript for consideration by another journal and does not allow publication of a manuscript that has been published in whole or in part by another journal.

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5.1.2 Prior publication
If material has been previously published, it is not generally acceptable for publication in a SAGE journal. However, there are certain circumstances where previously published material can be considered for publication. Please refer to the guidance on the SAGE Author Gateway or if in doubt, contact the Editor at the address given below.

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6. Preparing your manuscript

6.1 Word processing formats
The preferred format for your manuscript is Word. Templates are available on the Manuscript Submission Guidelines page of our Author Gateway.
6.2 Artwork, figures and other graphics
For guidance on the preparation of illustrations, pictures and graphs in electronic format, please visit SAGE’s Manuscript Submission Guidelines

Figures supplied in color will appear in color online.

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7. Submitting your manuscript

7.1 How to submit your manuscript
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Please supply a title, short title, an abstract and keywords to accompany your article. The title, keywords and abstract are key to ensuring readers find your article online through online search engines such as Google. Please refer to the information and guidance on how best to title your article, write your abstract and select your keywords by visiting the SAGE Journal Author Gateway for guidelines on How to Help Readers Find Your Article Online.

Articles should not exceed 10,000 words (excluding references) and may present original research or literature reviews. The word count (which includes all text including the abstract, manuscript, notes, tables, figures, etc.) should appear on the title page.
Manuscripts should include an **abstract** of approximately 150 words, and, beneath the abstract, 4-5 keywords. When preparing your abstract, we suggest you describe the purpose of your research, the methods or approaches you used, your results, and your conclusions.

All manuscripts should follow the style guidelines set forth in the sixth edition of the Publication Manual of the American Psychological Association.

### 7.3 Information required for completing your submission

Provide full contact details for the corresponding author including email, mailing address and telephone numbers. Academic affiliations are required for all co-authors. These details should be presented separately to the main text of the article to facilitate anonymous peer review.

You will be asked to provide contact details and academic affiliations for all co-authors via the submission system and identify who is to be the corresponding author. These details must match what appears on your manuscript. At this stage please ensure you have included all the required statements and declarations and uploaded any additional supplementary files (including reporting guidelines where relevant).

### 7.4 ORCID

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We encourage all authors to add their ORCIDs to their SAGE Track accounts and include their ORCIDs as part of the submission process. If you don’t already have one you can create one [here](#).

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### 8. On acceptance and publication

If your paper is accepted for publication after peer review, you will first be asked to complete the contributor’s publishing agreement. Once your manuscript files have been checked for SAGE Production, the corresponding author will be asked to pay the article processing charge (APC) via a payment link. Your article will be prepared for publication and can appear online within 5-6 weeks.
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