



Author Guidelines

Global Women's Science, Nature and Society

The Journal of Global Women's Science, Nature, and Society adheres to the ICMJE Recommendations for the conduct, reporting, editing, and publication of scholarly work, and follows the COPE Code of Conduct and publication ethics guidelines. Presentation of data at a scientific meeting, as a poster, abstract, orally, on a CD, or as an abstract on the web, or on a preprint server does not conflict with submission to Global Women's Science, Nature and Society.

Focus Areas

We publish original work that explores the intersection of science, nature, and society, with a focus on women's contributions, impacts, and perspectives.

Science

- Biomedical Research
- Public Health
- Mental Health
- Pharmacology
- Health Economics
- AI and Technology

Society

- Gender Studies
- Sociology
- Education
- Political Science
- Economics
- Social Justice
- Community Development

Nature

- Environmental Science
- Ecology
- Climate Change
- Agriculture
- Biodiversity
- Sustainable Development
- Urban Planning

Types of Publications

Peer-Reviewed

- Research Articles: Original, data-driven research

- Review Articles: Comprehensive analysis of existing research
- Clinical Trials: Reports of registered and completed trials
- Case Reports: In-depth analysis of individual clinical cases
- Case Series: Reports on multiple related clinical cases
- Methods and Protocols: New or improved research methods
- Policy Briefs: Evidence-based policy recommendations
- Biographies: Scholarly profiles of notable women in relevant fields.

Non-Peer Reviewed (subject to Editor-in-Chief and Board approval)

- Letters to the Editor: Responses or commentary on published work
- Book Reviews: Critical evaluation of recent publications
- Special Features: Editorially curated thematic content
- Single Figure Publications : Infographics, Visual summaries of key data or findings

Before Submitting Your Paper

1. Original Work

Submissions must be original, unpublished, and not under review by another journal

2. Relevance

Ensure your work aligns with the journal's focus areas and accepted publication types

3. Pre-selection Form

Complete our Pre-selection Form (Box 1). This helps us assess the fit of your manuscript.



Box 1. Fit Form. Before submitting your full manuscript please submit the pre-selection form in our website. Go to Submit and you will be redirected. The form includes the following fields:

First Name

Last Name

Email

Institution Name

Your position (postdoc, student, lead investigator)

Abstract:

Impact of your work:

4. Editorial Review

If your manuscript is selected for full review, we will contact you within 1–2 weeks with next steps. Please wait to hear from our editorial office before proceeding with full submission. If your work is invited for full submission, follow the full author guidelines to ensure it meets our scope and formatting requirements.

Submission

Once your pre-selection form is reviewed, our editorial team will contact you within 1–2 weeks if your paper is selected for further consideration. If invited, you will receive instructions for submitting the full manuscript.

Your full manuscript should include the following:

1. Formatting

We do not require a specific format, word limit, or reference count. Formatting and language edits may be requested at the discretion of the editorial team.

2. Language

Manuscripts must be written in English

3. Sections

Manuscripts should include the following sections:

- **Title Page:** Include the title, full names of all authors, their affiliations, and email addresses.
- **Abstract Page:** Provide a semi-structured abstract (maximum 500 words) with the following sections: Background, Methods, Findings, Impact, Keywords: Up to five
- **Research Impact and Relevance:** Briefly explain how your research addresses issues relevant to women's health, society, and environmental factors in the Global South. Highlight the significance, potential applications, policy implications, and benefits especially for non-English speaking or underserved communities.
- **Main Body:** Present the full content of your research with clear headings and logical structure.
- **Figures and Tables:** Include all figures and tables at the end of the manuscript, following the references.
- **Statements Page:** Include the following declarations: Confirmation of original, unpublished work not under review elsewhere, Conflict of Interest Statement, Author Contributions, AI-Assisted Technology Disclosure, Acknowledgments



- References

Use Vancouver style referencing.

Required Forms

Along with your submissions you should you should submit the following signed forms:

- Authors' Contributions
- AI-Assisted Technology Disclosure
- Conflict of Interest Statement (ICMJE Form)
- Acknowledgments (with written consent of any named individuals)
- Copyright Permission (for any third-party content, signed by both author and publisher)

1. Author Contributions Form

The Authors' Contribution Form is designed to detail the specific roles and responsibilities of each author involved in the research and manuscript preparation. By clearly outlining individual contributions, we aim to maintain the integrity of the publication process and give proper credit to all contributors. Please fill out this form accurately, indicating the specific tasks and sections each author was responsible for, to facilitate a fair and transparent acknowledgment of all contributions. To ensure clarity and transparency in recognizing and listing the contributions of each author, we are providing the following guidelines.

Authorship

The authorship of your scientific manuscript should be based on four key criteria:

1. Substantial contributions: This includes the conception or design of the work, or the acquisition, analysis, or interpretation of data.
2. Drafting and reviewing: Involves drafting the work or critically reviewing it for important intellectual content.
3. Final approval: Authors must give final approval of the version to be published.
4. Accountability: Authors should agree to be accountable for all aspects of the work, ensuring the accuracy or integrity of any part of the work is investigated and resolved.

Identification of contributions

Authors should be able to identify which co-authors are responsible for specific parts of the work and have confidence in the integrity of

their co-authors' contributions.

Criteria for authorship

All designated authors should meet all four criteria. Those who do not should be acknowledged but not listed as authors.

Role of the corresponding author: The corresponding author is responsible for communication with the journal and ensuring compliance with administrative requirements. They should be available to respond to queries during and after publication.

Group authorship

For large multi-author groups, decisions on who will be credited as authors should be made early, with all listed authors meeting the four criteria. Some groups may designate authorship by a group name. For this collaborator or study group, if they wish to be indexed to the paper, please provide a separate document with a table of first names and surnames of all members of the group (this is to ensure that PubMed and similar databases encode the names correctly).

Acknowledgment of non-author contributors Contributors who do not meet all four criteria should be acknowledged but not listed as authors, with their contributions specified. Please include written consent of any cited individual(s) noted in acknowledgments or personal communications.

Local Co-authorship

We require co-authorship with colleagues in the locations where the research is conducted.

Authors Consent

Journal of Women's Health and Wellbeing will not publish any paper unless we have the signatures of all authors. We suggest you use the author statement form and upload the signed copy with your submission.

Non-Author Contributors

Individuals should be acknowledged but not listed as authors if they don't meet all criteria. Activities not qualifying for authorship include funding acquisition and general supervision. Acknowledged individuals might need to give written permission due to implied endorsement.



2. AI-Assisted Technology Disclosure

Disclosure of AI-assisted technology use in work production is required. AI cannot be listed as an author due to the lack of accountability. Humans must ensure the accuracy and integrity of AI-generated content, including correct attribution and avoiding plagiarism.

These guidelines are designed to ensure that authorship is reserved for those who truly deserve credit and can take responsibility for the work, while also encouraging collaboration and acknowledging significant contributions that do not meet the criteria for authorship.

3. Declaration of interests

A conflict of interest exists when professional judgment concerning a primary interest (such as patients' welfare or validity of research) may be influenced by a secondary interest (such as financial gain). Financial relationships are easily identifiable, but conflicts can also occur because of personal relationships or rivalries, academic competition, or intellectual beliefs. A conflict can be actual or potential, and full disclosure to the Editor of all relationships is a requisite. Purposeful failure to disclose conflicts is a form of misconduct and might lead to publication of a correction or even to retraction. All submissions to Global Women's Science, Nature and Society must include disclosure of all relationships in which there is a potential or actual conflict of interest, even if it not directly relevant to the submitted work. The Editor may use such information as a basis for editorial decisions and will publish all disclosures that authors declare on their conflict of interests form. It is the corresponding author's responsibility to check that all declarations made by authors on their conflicts of interest form are included at the end of the manuscript. Agreements between authors and study sponsors that interfere with authors' access to all of a study's data, or that interfere with their ability to analyse and interpret the data and to prepare and publish manuscripts independently, may represent conflicts of interest, and should be avoided. Authors may be required to provide the journal with any such agreements in confidence.

- At the end of the text, under a subheading "Declaration of interests", all authors must disclose any financial and personal relationships with other people or

organisations, even if it does not directly relate to the submitted work. Examples of financial conflicts include employment, consultancies, stock ownership, honoraria, paid expert testimony, patents or patent applications, and travel grants, all within 3 years of beginning the work submitted. If there are no conflicts of interest, authors should state that none exist.

4. Role of the funding source

All sources of funding should be declared as an acknowledgment at the end of the text. Authors must describe the role of the study sponsor(s), if any, in study design; in the collection, analysis, and interpretation of data; in the writing of the report; and in the decision to submit the paper for publication.

5. Patient, Surveys and other consents

Appropriate written consents, permissions, and releases must be obtained where you wish to include any case details, personal information, and/or images of patients or other individuals in The Lancet journals in order to comply with all applicable laws and regulations concerning privacy and/or security of personal information. Studies on patients or volunteers need approval from an ethics committee and informed consent from participants. These should be documented in your paper.

Since the consent form needs to comply with the relevant legal requirements of your particular jurisdiction, we do not provide sample forms; this is your responsibility. Your affiliated institution should be able to provide an appropriate form.

To respect your patient's and any other individual's privacy, please do not send signed forms to the Global Women's Science, Nature and Society. Please instead complete the patient consent section of the Author statements while retaining copies of the signed forms in the event they should be needed.

Sex and Gender Definitions

In human research, "sex" and "gender" are complex, evolving concepts influenced by both biology and society. "Sex" may refer to biological attributes or to a categorization made at birth based on visible anatomy, while "gender" encompasses the social roles, behaviors, and



identities shaped by cultural and historical contexts. These constructs are not binary or static but exist on a spectrum that includes diverse sex categorizations and gender identities, such as intersex, non-binary, and more. It's crucial for researchers to clearly describe how they collect and report data related to sex and gender, using precise terms like "sex assigned at birth" and employing a two-step process for ascertaining gender identity and sex assigned at birth. This approach enhances the accuracy and inclusivity of research, acknowledging the fluidity and spectrum of sex and gender, and addressing the potential limitations of traditional categorizations.

What happens after you submit your paper?

How Global Women's Science, Nature and Society handles your paper

Acknowledgment

Receipt of your paper will be acknowledged by an email containing a reference number, which should be used in all future communications. Checking for plagiarism, duplicate publication, and text recycling. At our discretion, material that we are interested in publishing will be checked by editors using CrossCheck (see Lancet 2011; 377: 281–82). We expect that such papers are written in a way that offers new thinking without recycling previously published text.

Peer review

Global Women's Science, Nature and Society operates a doubled-anonymised peer-review process. On submission to Global Women's Science, Nature and Society, your report will first be read by one or more of the editors. That decision will be communicated quickly. Research papers are followed by peer review by at least three reviewers. You will receive notification of which editor is handling the peer review of your paper.

Decision

Submissions that survive in-house and peer review might be referred back to authors for revision. This is an invitation to present the best possible paper for further scrutiny by the journal; it is not an acceptance. Authors should give priority to such revisions; the journal will

reciprocate by making a final decision quickly. Two copies of the revised version should be sent back, one of which should be highlighted to show where changes have been made. Detailed responses to reviewers' comments, in a covering letter, are also necessary.

Peer review Process

The process begins with our editorial team meticulously selecting papers that align with our journal's scope and meet our publication criteria. Should your paper be accepted for peer review, we aim to inform you of this decision within three weeks of your submission. Selected papers are then forwarded to our reviewers, who are given between one to two months to thoroughly review your work and provide detailed comments.

Following the review, we will contact you with the reviewers' comments along with an editorial decision, which may range from acceptance (with major or minor changes required) to rejection within three months. We encourage authors to refer to our list of article types to understand which submissions undergo peer review and which do not. Articles exempt from peer review are directly considered by the Editor-in-Chief and members of the editorial board.

Free Language Editing

Your paper might be substantially edited after acceptance to ensure that it is accurate, clear, and understandable to a wide readership. We will process the English of your manuscript for language edits suggested by peer reviewers at no extra charge.

All figures will be redrawn into Journal of Women's Health and Wellbeing style by our in-house illustrators.

You will receive a proof from an Assistant Editor. That proof should be corrected and returned within 48 hours.

Extended Abstracts in Local Language

We require an extended abstract in the local



language for pieces coming from countries where English is not the native language or when the research is relevant to a specific community. This ensures that knowledge is shared in local languages to the relevant authorities or audience.

Post Publication Considerations

Online publication

The Global Women's Science, Nature and Society publishes papers online as they become ready. You will be informed at least a week in advance of the Online publication date.

Complaints and Appeals

Sometimes editors make mistakes. When we do, we like to hear about them. If an author believes that an editor has made an error in declining a paper, we welcome an appeal. In your appeal letter, which should be sent to editorial_office@huitaca.org, please state why you think the decision is mistaken, and set out your specific responses to any peer reviewers' comments if those seem to have been the main cause of rejection:

At least two editors will decide whether to invite a revised manuscript and whether re-review, or otherwise, is indicated.

Authors or concerned parties are encouraged to contact us directly via our designated email address editorial_office@huitaca.org. Upon receipt of a complaint, it will be promptly forwarded to the appropriate editor who will then be in direct touch with the complainant. This ensures that all concerns are thoroughly reviewed and addressed in a timely and efficient manner, maintaining the integrity and transparency of our processes. Our commitment is to ensure that every complaint is taken seriously and managed with the utmost professionalism and respect.

Misconduct Allegations

Misconduct can include the following situations:

Plagiarism

Submission of work that contains significant portions of text, ideas, or findings from another source without proper attribution.

Fabrication and Falsification

Making up data or results and recording or reporting them, or manipulating research data and images to misrepresent the results.

Duplicate Submission

Submitting the same manuscript, in whole or in part, to more than one journal simultaneously.

Conflict of Interest Non-disclosure

Failing to disclose financial or personal relationships that could bias research outcomes.

Authorship Disputes

Misrepresenting who contributed to the work or excluding contributors from proper acknowledgment.

Ethical Violations in Studies Involving Humans or Animals

Conducting research without obtaining appropriate ethical approval or not following ethical guidelines for the humane treatment of subjects.

Misconduct allegations can be made by a variety of individuals who interact with or are affected by the research and publication process. These can include, but are not limited to:

- Authors: Researchers or writers who believe their work has been plagiarized or who have witnessed unethical practices in research or publication.
- Reviewers: Peer reviewers who, during the evaluation of a manuscript, identify potential misconduct such as plagiarism, data fabrication, or ethical concerns.
- Editors: Journal editors who notice inconsistencies, ethical breaches, or other issues either during the submission process or post-publication.
- Readers: Members of the scientific community or the public who come across published work and suspect ethical violations or misconduct.
- Institutional Affiliates: Representatives from the institutions affiliated with the authors or research, such as university ethics committees or research oversight bodies, who become aware of potential misconduct within their organization.



To address allegations of misconduct, individuals should direct their concerns to editorial_office@huitaca.org. Upon receipt, these allegations will be forwarded to our Ethical Committee. The committee is tasked with responding within one month, during which they may request further information or recommend specific actions and sanctions. This streamlined process ensures prompt and decisive handling of misconduct cases.

Open access policy

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If you require further clarification, the journal's editorial staff will be pleased to help (email: editorial_office@huitaca.org).