

The SETAC *Globe* is an international newsletter that keeps readers informed on local, regional and global science, events, member accomplishments and other items of interest. Original submissions to the *Globe* are encouraged. Articles should be between 500–1500 words and written in a magazine style. Authors are strongly encouraged to include graphics, photos, or illustrations with their article, but only if they have permission to do so. You may contact the editors if you have questions about copyright, re-use or attribution language. Please be sure to include all contributing authors' full name and affiliation, and an email address for the corresponding author. All *Globe* articles are edited to fit the newsletter format and reflect Associated Press (AP) style.

## **Programming Articles**

### *SETAC Annual Meetings*

#### *Pre-meeting Features*

Program and planning committees for SETAC annual meetings and world congresses can use the *Globe* to promote their event. Priority will be given to more proximal events. Such features should include visuals of the host city as well as information about the venue, the scientific program, key business meetings, and social programs. Other, briefer announcements about specific aspects or deadlines may be also published in the *Globe*.

#### *Annual Meeting Session Summaries*

Articles should be written in a balanced format that gives the reader an overall impression for the session. The author of the session article for the *Globe* should structure their article more like a newspaper or magazine article and not like a scientific paper or abstract.

One recommendation is, "Don't bury the lede." Make sure the relevance of the session and important discussions and conclusions are up front and obvious in the article.

Structuring the Article:

Title of the Featured Session

Author(s) of Session Summary Article and Affiliation of Author(s)

Overview of Session

- Brief description of the session and its relevance
- Full name of the session theme
- Summary of each talk in no more than 1–2 sentences. Please provide the full name of the presenting author and their affiliation
- Information about future events planned to continue dialogue from the session

#### *SETAC Workshop Summaries*

The *Globe* may publish reports from SETAC workshops, as long as the content does not significantly overlap the content of a journal article or book resulting from the same workshops, therefore precluding those other forms of publications. If there is doubt, the *Globe* editor will consult with the ET&C, IEAM, or SETAC books editor, as appropriate.

#### *Regional Branches, Chapters, Interest Groups, Committee, and Geographic Unit Reporting*

Representatives from geographic units, regional chapters and branches are welcome to publish articles of interest to the broader SETAC membership. SETAC interest groups, committees and councils are also welcome to promote their programming.

## **Other Articles**

### *Member Announcements*

At the editors' discretion, the *Globe* will publish announcements of significant awards or professional recognitions received by SETAC members. The *Globe* will not publish announcements of job changes or promotions. The *Globe* will feature compelling articles about members submitted by geographic units, regional branches or chapters, Interest Groups or committees. This includes In Memoriam articles.

### *Short Announcements*

The *Globe* may publish brief announcements in the "News and Updates" section with a hyperlink if the editors determine they are of interest to SETAC members. These announcements can include: non-SETAC workshops or summaries, award solicitations, course announcements, volunteer opportunities, and more. Short announcements will be included space permitting and may be directed to the SETAC News – a venue more appropriate for brief, time-sensitive announcements.

If the editors determine that the primary purpose of such an announcement is to draw attendees to an event with a registration fee, the announcement may be deemed an advertisement and subject to the rates or a quid pro quo arrangement as detailed in the "advertising" section below.

### *Other Reports*

Articles on scientific, technical, and other topics such as ethics or publishing of interest to the SETAC community will be considered. Contact [globe@setac.org](mailto:globe@setac.org) to determine suitability.

### *Letters to the Editor*

The *Globe* invites letters to the editor regarding scientific or Society-related topics of interest to the SETAC community. Letters must be limited to 500 words. Letters judged to be unsubstantiated, largely opinion, or a personal attack will be returned to the author. If a letter is accepted, and the editor determines a rebuttal should be offered, the subject party will be offered the opportunity to review and prepare a rebuttal within one month of submission to the *Globe*. Every effort will be made to publish both the letter and the rebuttal as quickly as possible in the same issue of the *Globe*.

Authors should adhere to the production schedule. The editors consider the relevance and time sensitivity of each article when setting an issue. Late submissions will be moved to subsequent issues. Pre-submission inquiries and draft articles can be sent to [globe@setac.org](mailto:globe@setac.org), where they will be received by the *Globe* editors and SETAC staff. Minor corrections to typos or errors of fact will not be submitted to the corresponding editor. Major corrections or rewrites, whether deemed necessary by the contributing authors or the editors, will be sent to the contributing author for final approval. Late or major changes may result in delayed publication. Changes to the article published on the website can be made after publication and language will be updated to reflect the change. In the event a retraction is requested, we will follow the standards set by the Committee on Publication Ethics.

### *Advertising Rates*

Advertising space in the *Globe* is limited to one 864x107 pixel banner ad on a first-come, first-serve basis at the rate of \$350. The *Globe* is distributed to more than 10,000 current SETAC members and readers interested in the Society's news.