

## Instructions for Authors

The instructions below are specifically directed at authors who wish to submit a manuscript to *Advanced Robotics*. For general information, please visit the Author Services section of Taylor & Francis website.

*Advanced Robotics* considers all manuscripts on the strict condition that they have been submitted only to *Advanced Robotics*, that they have not been published already, nor are they under consideration for publication or in press elsewhere. Authors who fail to adhere to this condition will be charged with all costs which *Advanced Robotics* incurs and their papers will not be published. Contributions to *Advanced Robotics* must report original research and will be subjected to review by referees at the discretion of the Editorial Office.

Taylor & Francis and The Robotics Society of Japan make every effort to ensure the accuracy of all the information (the "Content") contained in their publications. However, Taylor & Francis and The Robotics Society of Japan and its agents and licensors make no representations or warranties whatsoever as to the accuracy, completeness or suitability for any purpose of the Content and disclaim all such representations and warranties whether express or implied to the maximum extent permitted by law. Any views expressed in this publication are the views of the authors and are not the views of Taylor & Francis or The Robotics Society of Japan.

### Manuscript preparation

#### 1. General guidelines

There are three categories of papers:

- *Full Papers*: Research reports with originality, including reports on experiments, development of theory, or technological application feasibility. They should not exceed 6000 words.
- *Survey Papers*: Systematically compiled survey in the particular field, not limited to achievements of the specific research. They should not exceed 6000 words.
- *Short Papers*: New technological ideas and approaches calling for quick announcement. They should not exceed 3500 words.
- Papers that greatly exceed these extents will not be eligible for entry into the peer review process. Authors should include a word count with their manuscript.
- Papers are accepted only in English. Any consistent spelling style may be used. Please use single quotation marks, except where 'a quotation is "within" a quotation'.
- Manuscripts should be compiled in the following order: title page; abstract; keywords; main text; acknowledgments; appendixes (as appropriate); references; table(s) with caption(s) (on individual pages); figure caption(s) (as a list).
- Abstracts of up to 100 words for short papers or 200 words for full/survey papers are required for all papers submitted.
- Each paper should have up to 5 keywords.
- Authors should select one or more research field(s) from the list in the submission site when paper is submitted.
- Section headings should be concise and numbered sequentially, using a decimal system for subsections.
- All the authors of a paper should include their full names, affiliations, postal addresses, telephone numbers and email addresses on the cover page of the manuscript. One author

should be identified as the corresponding author. The affiliations of all named co-authors should be the affiliation where the research was conducted. If any of the named co-authors moves affiliation during the peer review process, the new affiliation can be given as a footnote. Please note that no changes to affiliations can be made after the article is accepted.

- Please supply a short biographical note and photo for each author.
- For all manuscripts non-discriminatory language is mandatory. Sexist or racist terms should not be used.
- Authors must adhere to SI units. Units are not italicised.
- When using a word which is or is asserted to be a proprietary term or trade mark, authors must use the symbol ® or TM.

## 2. Style guidelines

- [Description of the Journal's article style](#)
- [Description of the Journal's reference style](#)
- [Guide to using mathematical symbols and equations](#)
- [Word templates](#) are available for this journal. If you are not able to use the template via the links or if you have any other template queries, please contact [authortemplate@tandf.co.uk](mailto:authortemplate@tandf.co.uk)

## 3. Figures

- It is in the author's interest to provide the highest quality figure format possible. **Please be sure that all imported scanned material is scanned at the appropriate resolution: 1200 dpi for line art, 600 dpi for grayscale and 300 dpi for colour.**
- Figures must be saved separate to text. Please do not embed figures in the paper file.
- Files should be saved as one of the following formats: TIFF (tagged image file format), PostScript or EPS (encapsulated PostScript), and should contain all the necessary font information and the source file of the application (e.g. CorelDraw/Mac, CorelDraw/PC).
- All figures must be numbered in the order in which they appear in the paper (e.g. Figure 1, Figure 2). In multi-part figures, each part should be labelled (e.g. Figure 1(a), Figure 1(b)).
- Figure captions must be saved separately, as part of the file containing the complete text of the paper, and numbered correspondingly.
- The filename for a graphic should be descriptive of the graphic, e.g. Figure1, Figure2a.

## 4. Supplementary online material

Authors are welcome to submit animations, movie files, sound files or any additional information for online publication.

- [Information about supplementary online material](#)

## 5. Publication charges

### **Submission fee**

There is no submission fee for *Advanced Robotics*.

### **Page charges**

There are no page charges for *Advanced Robotics* when the total journal page of the paper does not exceed 7 pages (short papers) or 14 pages (full/survey papers). Papers exceed this limit may be charged, but authors are strongly encouraged to keep the limit.

### **Colour charges**

Colour figures will be reproduced in colour in the online edition of the journal free of charge. If it is necessary for the figures to be reproduced in colour in the print version, a charge will apply. Charges for colour pages in print are £250 per figure (\$395 US Dollars; \$385 Australian Dollars; 315 Euros). For more than 4 colour figures, figures 5 and above will be charged at £50 per figure (\$80 US Dollars; \$75 Australian Dollars; 63 Euros).

## **6. Reproduction of copyright material**

As an author, you are required to secure permission to reproduce any proprietary text, illustration, table, or other material, including data, audio, video, film stills, and screenshots, and any supplementary material you propose to submit. This applies to direct reproduction as well as “derivative reproduction” (where you have created a new figure or table which derives substantially from a copyrighted source). The reproduction of short extracts of text, excluding poetry and song lyrics, for the purposes of criticism may be possible without formal permission on the basis that the quotation is reproduced accurately and full attribution is given.

For further information and FAQs, please see

<http://journalauthors.tandf.co.uk/preparation/permission.asp>

Copies of permission letters should be sent with the manuscript upon submission to the editors.

- [Copyright permission letter template](#)

### **Manuscript submission**

All submissions should be made online at the *Advanced Robotics* [ScholarOne Manuscripts site](#) (**Site address will be informed later**). New users should first create an account. Once logged on to the site, submissions should be made via the Author Centre. Online user guides and access to a helpdesk are available on this website.

Manuscripts may be submitted in any standard format, including Word, PostScript and PDF. These files will be automatically converted into a PDF file for the review process. LaTeX files should be converted to PDF prior to submission because ScholarOne Manuscripts is not able to convert LaTeX files into PDFs directly.

Click here for [Information regarding anonymous peer review](#)

### **Editorial review and acceptance**

The acceptance criteria for all papers are the quality and originality of the research and its significance to our readership. Except where otherwise stated, manuscripts are peer reviewed by at least two reviewers. Final acceptance or rejection rests with the Editorial Board, who reserves the right to refuse any material for publication.

Authors will be requested to revise their manuscript according to the reviewers' suggestions, comments and criticisms. The revised manuscript must be returned within two months.

Manuscripts should be written in a clear, concise, direct style so that they are intelligible to the professional reader who is not a specialist in the particular field. Where contributions are judged as acceptable for publication on the basis of scientific content, the Editor and the Publisher reserve the right to modify typescripts to eliminate ambiguity and repetition and improve communication between author and reader. If extensive alterations are required, the manuscript will be returned to the author for revision.

Authors for whom English is a second language may choose to have their manuscript professionally edited before submission to improve the English. A list of independent suppliers of editing services can be found at <http://journalauthors.tandf.co.uk/preparation/resources.asp> . All services are paid for and arranged by the author, and the use of one of these services does not guarantee acceptance or preference for publication.

### **Copyright and authors' rights**

It is a condition of publication that all contributing authors grant to Taylor & Francis and The Robotics Society of Japan the necessary rights to the copyright in all articles submitted to the Journal. Authors are required to sign an Article Publishing Agreement to facilitate this. This will ensure the widest dissemination and protection against copyright infringement of articles. The "article" is defined as comprising the final, definitive, and citable Version of Scholarly Record, and includes: (a) the accepted manuscript in its final and revised form, including the text, abstract, and all accompanying tables, illustrations, data; and (b) any supplementary material. Copyright policy is explained in detail at <http://journalauthors.tandf.co.uk/preparation/copyright.asp>.

### **Free article access**

As an author, you will receive free access to your article on Taylor & Francis Online. You will be given access to the *My authored works* section of Taylor & Francis Online, which shows you all your published articles. You can easily view, read, and download your published articles from there. In addition, if someone has cited your article, you will be able to see this information. We are committed to promoting and increasing the visibility of your article and have provided [guidance on how you can help](#).

### **Reprints and journal copies**

Article reprints can be ordered through Rightslink® when you receive your proofs. If you have any queries about reprints, please contact the Taylor & Francis Author Services team at [reprints@tandf.co.uk](mailto:reprints@tandf.co.uk). To order a copy of the issue containing your article, please contact our Customer Services team at [Adhoc@tandf.co.uk](mailto:Adhoc@tandf.co.uk).