

Contributor Guidelines

The *Harvard Public Health Review (HPHR)* invites submissions from students and faculty across academic disciplines, as well as from members of the general public that speak to the publication's mission and vision and elucidate pertinent and timely public health issues within an evidence-based and health equity framework. To ensure a dynamic showcase for contributors' diverse research interests, talents, and creativity, HPHR seeks a range of materials. The following sections provide detailed information about the submission process.

General Contributor Information

Materials are accepted anytime via submissions@harvardpublichealthreview.org or online at <http://harvardphr.coffeecup.com/forms/HPHR-Upload/>.

Themes will be announced each semester basis, with special calls-for-contributions released in response to pressing public health issues.

In general, submissions will be reviewed within 6-8 weeks of submission. Materials submitted in response to special calls-for-contributions will reviewed in 4-6 weeks.

The HPHR editorial team may contact accepted contributors to provide a personal photograph and brief biography. Authors retain rights to their work.

Contributors who have questions about the submission process should contact the HPHR editorial team at submissions@harvardpublichealthreview.org.

Submission Guidelines

All authors, however, are required to adhere to following guidelines:

Evidenced-Based Approach All submissions should be grounded in evidence. Please see notes below regarding approaches to citations.

Line Numbers All submissions should be submitted with line numbers to facilitate the reviewing process.

Language HPHR requires nondiscriminatory language to be used at all times. Sexist, heterosexist, and racist terms, as well as defamatory language directed toward persons and/or institutions, are not permitted.

Figures (including tables, illustrations, drawings, and infographics):

All figures should be numbered consecutively; given a descriptive title; and credited appropriately. Authors are responsible for securing rights to reproduce previously published figures. Please note: Authors of Commentaries/Op-Eds, Point-Counterpoints, Articles, Research Letters, and Podcasts/Videos/Other Materials selected for publication will be required to submit figures as JPEG, PNG, EPS, or PDF files 300 DPI or higher.

Photographs HPHR cannot reproduce photographs of people without written permission or a signed waiver form, except in the case of crowd scenes or when persons are not identifiable. If selected, HPHR will require copies of all permissions. Images must be submitted as JPEG, PNG, EPS, or PDF files of 300 DPI or higher.

Style Authors are expected to conform to American Psychological Association (APA) style guidelines, which are available at <http://www.apa.org>.

In addition, at the time of submission, contributors must submit a statement acknowledging that:

All named authors have contributed to the creation of the submission, and grant HPHR permission to review and (if selected) publish their work.

The authors do not have any personal, commercial, academic, or financial interests that influence the research and opinions represented in the work submitted to HPHR.

The submission is not currently under consideration by another publication and/or has not previously been published elsewhere.

Submission Categories

Commentaries/Op-Eds

HPHR seeks commentaries/op-eds addressing a wide-range of public health issues from evidenced-based perspectives.

Subject As a non-partisan entity, HPHR is open to all evidenced-based, points-of-view.

Length Submissions should be 500-1500 words.

Point-Counterpoint Features

HPHR also will be soliciting special editorials on a specific public health issue from

opposing vantage points.

Length Submissions should be 800-1000 words.

Articles

HPHR offers a space for new researchers to publish their work. **Please contact HPHR before submitting at submissions@harvardpublichealthreview.org.**

Length Submissions should be no more than 3000 words (citations and images excluded); longer submissions considered on a case-by-case basis.

Organization Content should be organized under traditional research headings: Introduction, Methods, Results, and Discussion, and include an abstract of no more than 250 words.

Research Letters

Research Letters are brief articles detailing original research in progress.

Length Submissions should not exceed 750 words (citations and figures excluded).

Organization While an abstract is not necessary, research letters should include the following sections: Introduction, Methods, Results, and Discussion.

Figures (tables, illustrations, drawings, and infographics) and Citations Research letters may have no more than 2 figures and 6 citations.

Podcasts/Videos/Other Materials

HPHR will consider electronic recordings of interviews or editorials on one or more public health issues. **Please contact HPHR before submitting at submissions@harvardpublichealthreview.org.**

Format Contributors should submit podcasts of no more than 10 minutes in length in MP3 or MP4 formats. (Other formats will be considered.)

Length Each should include a brief description of no more than 200 words.