

ASME'S GUIDE FOR JOURNAL AUTHORS

Designed to Help You Succeed!



journaltool.asme.org

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Authors: Get Your Work Noticed

Why Choose an ASME Journal to Publish Your Research?

When you publish in an ASME journal, your work appears in an established, highly respected journal that is read, shared, and cited by an international community of engineers who value your contributions to the field.

ASME’s publications are designed to support its membership and the entire engineering community throughout the **innovation lifecycle** to promote **interdisciplinary collaboration**.

Ensure Your Work Has Significant Impact
As a mission-driven, not-for-profit scholarly publisher, **ASME is devoted to the widest dissemination of its content**. ASME publishes 30 of the most prestigious engineering journals in the world as evidenced by their **strong Impact Factors**.

More journals will be added to the program in coming years. This is one of the important ways ASME fulfills its ongoing mission as an essential resource for professionals seeking engineering solutions to global challenges.

Guarantee That Your Work Reaches a Receptive Audience
Beyond mechanical engineering, ASME’s expanding journal publishing program covers a wide range of engineering disciplines as well, promoting interdisciplinary problem solving, collaboration, and the advancement of knowledge. Submit to the journal that best matches your article’s content.

Be part of the global ASME author community!



Benefits for Authors

Expert and Fair Peer Review

At the heart of the ASME Journal Program is an international network of more than 7,500 fellow engineers who serve as peer reviewers. They are invited to participate because of their expertise in their fields and their ability to offer thorough and accurate criticism of current research in order to move knowledge forward.

A good review:

- **Helps members** of the scientific community achieve higher standards than without expert feedback.
- **Enables authors** to learn something new or consider something they had not thought about.
- **Improves scientific communication** by helping authors to clarify statements that may be misleading, misunderstood, or plain wrong.

Speed to Publication

ASME's journal publication workflow is designed to minimize the time between acceptance and publication. Accepted manuscripts are published online as individual articles as soon as they become available. This means the article is covered by indexing services very quickly and your work gains immediate attention. Author proofs are generated in about a week.

Coverage by Major Abstracting and Indexing Services

ASME's journals are accepted for coverage in many of the major abstracting and indexing services as well as specialized citation databases. Your article will appear in services like:

- Web of Science
- Scopus
- Google Scholar
- Compendex
- Inspec
- PubMed and Medline (when relevant)



Select the Right Journal for Your Work

Review the purpose and scope of titles within the ASME Journal Program to determine the journal that best matches your submission's content. For detailed information about each of the journals below visit

asmedigitalcollection.asme.org/journals.aspx

Applied Mechanics Reviews

ASCE-ASME Journal of Risk and Uncertainty in Engineering Systems, Part B: Mechanical Engineering

ASME Journal of Engineering and Science in Medical Diagnostics and Therapy – **NEW in 2018**

Journal of Applied Mechanics

Journal of Biomechanical Engineering

Journal of Computational and Nonlinear Dynamics

Journal of Computing and Information Science in Engineering

Journal of Dynamic Systems, Measurement, and Control

Journal of Electrochemical Energy Conversion and Storage (formerly Journal of Fuel Cell Science and Technology)

Journal of Electronic Packaging

Journal of Energy Resources Technology

Journal of Engineering for Gas Turbines and Power

Journal of Engineering Materials and Technology

Journal of Fluids Engineering

Journal of Heat Transfer

Journal of Manufacturing Science and Engineering

Journal of Mechanical Design

Journal of Mechanisms and Robotics

Journal of Medical Devices

Journal of Micro- and Nano-Manufacturing

Journal of Nondestructive Evaluation, Diagnostics and Prognostics of Engineering Systems – **NEW in 2018**

Journal of Nuclear Engineering and Radiation Science

Journal of Offshore Mechanics and Arctic Engineering

Journal of Pressure Vessel Technology

Journal of Solar Energy Engineering

Journal of Thermal Science and Engineering Applications

Journal of Tribology

Journal of Turbomachinery

Journal of Verification, Validation and Uncertainty Quantification

Journal of Vibration and Acoustics

ASME journals are available online via The ASME Digital Collection and in print.

Go to asmedigitalcollection.asme.org/journals.aspx

For insights into how to select a journal for your research visit



thinkchecksubmit.org

Journal Paper Types

What type of paper will you be submitting? The ASME Journal Program accepts the following types of technical submissions, all of which undergo **rigorous peer review**.

Research Paper

Full-length, original research document that reports results of major and archival value to the specific community of engineers that comprise the journal audience. Recommended Length: 12,000 words. Beyond this amount, a mandatory excess-page charge may be assessed.

Design Innovation Paper

Represents scholarly innovation in design that has technological implications. The archival value of such papers is in the innovation part of a design and not necessarily in the theory. This type of paper is intended for outstanding work in mechanical design that is concept oriented and does not necessarily require detailed theoretical or experimental development and analysis, but does have archival value in design practice, as well as potential technological implications. Recommended Length: 7000 words.

Review Article

Organizes, clarifies, and summarizes existing major works in science and engineering and provides comprehensive citations to a full spectrum of relevant literature. Length: Open.

Expert View

A brief overview of the most recent advances in a specific area of mechanical engineering. The format for an Expert View is the same as a Research Paper. Recommended Length: 4500 words.

Non-technical submissions include:

- Discussion
- Closure (Response to a Discussion)
- Book Review
- Technology or Software Review
- Announcement

Go to journaltool.asme.org and click on Help

Open Access

ASME offers authors the choice to pay an APC (Article Processing Charge) so that their accepted work is published Open Access and immediately available for anyone to read, download, and share content without any barriers. This option also supports compliance with research funder mandates.

Articles by authors who **do not** select the Open Access option are available through subscription access.

Go to go.asme.org/openaccess



ASME Journals Digital Submission Tool

journaltool.asme.org

The ASME Journals Digital Submission Tool site has been created to assist you in submitting your work for publication consideration in one of ASME's journals. Both technical and non-technical submissions can be accepted at this site (refer to page 5).

Click on Author Center on the ASME Journals Digital Submission Tool site to find valuable links for author resources, paper submission, and tracking your paper status.

Author Resources

At journaltool.asme.org/home/AuthorResources.cfm you will find a wide range of author resources that provide useful information and tips that will help guide you through the submission process:

Manuscript Preparation

- Help Manual
- Sample Nomenclature
- Avoiding Plagiarism and Self-Plagiarism (Office of Research Integrity)

Services

- Language Editing Services
- Plagiarism Screening
- National Institutes of Health (NIH) Public Access Policy
- Permissions
- Reprints and Individual Paper Purchase
- Supplemental Materials

Downloads

- Word template
- LaTeX template
- Sample Published Paper

Features

- E-First: Accelerated Articles for ASME Journals

Program Policies

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- Ethical Standards
- Ethics Policies
- Statement of Editorial Policy and Practice
- Papers Presented at a Conference
- Statement on the Content of Numerical Accuracy (J. Fluids)
- Reporting Uncertainties in Experimental Measurements and Results (J. Fluids)

Copyright

- ASME Copyright Policy

Contact Information

- Journal Editors
- Journal Staff

FAQ

For frequently asked questions go to journaltool.asme.org/Help/AuthorHelp/WebHelp/JournalsHelp.htm and choose Additional Help

Feedback and Support

journals@ame.org

Ask yourself:

- Do your findings advance understanding in a specific research field?
- Is your work of interest to the journal's audience?
- Are your conclusions justified by your results?

Guidelines for Submitting a Good Manuscript

Original Research Papers

Your paper presents the results of your and your co-authors' research efforts. There are steps you can take to increase the likelihood that your work is published in the right journal and receives the recognition it deserves.

All manuscripts should be submitted electronically at journaltool.asme.org. All submissions, regardless of paper type, must be submitted in PDF format.

Search engine optimization (SEO) helps your article appear closer to the top of search engine results in services like Web of Science, Scopus, Google Scholar, Compendex, and Inspec. Here are a few tips:

- **Be consistent** with your name across publications
- **Use keywords** in the title, abstract, and section headings
- **Include keywords** in image captions

Your submission should be clear, concise, and complete, with assumptions plainly identified and data presented (including their uncertainty) with precise logic, with relevance to practices described, and with actual accomplishments of the work clearly stated and honestly appraised.

Instructions for Authors

Refer to the detailed Instructions for Authors of the specific journal you have selected and follow the guidelines carefully, so that your manuscript can be as well prepared as possible, increasing your chance of acceptance. All contributions should be written in English using American spelling. Refer to the Using Proper Language section (page 10) for a list of language editing services should you need assistance.

Author's Statement of Original Work

Only original contributions to the engineering literature are accepted for publication; work should incorporate substantial information not previously published. You must accompany your manuscript with a statement that it has been neither published nor submitted for publication, in whole or in part, either in a serial, professional journal, or as a part in a book that is formally published and made available to the public.

Permissions

Be sure to obtain permission for previously published tables, figures or any material for which you cannot grant copyright. Tip: Content from websites may have a separate copyright, be sure to check!

SI Units

It is ASME's policy that SI units of measurement be included in all papers. When U.S. customary units are given preference, the SI equivalent should be provided in parentheses or in a supplementary table. When preference is given to SI units, the U.S. customary units should be provided in parentheses or in a supplementary table.

LaTeX

The LaTeX template for ASME journals submissions can be downloaded at iel.ucdavis.edu/code/ASME/journals-1.0.html

Transfer of Copyright

A transfer of copyright is required by ASME. Authors exempt from this request are direct employees of the U.S. Government, whereby papers are not subject to copyright protection in the U.S., or non-U.S. government employees, whose governments hold the copyright to the paper. Note that authors retain all proprietary rights in any idea, process, procedure, or articles of manufacture described in their paper. After transfer of copyright to ASME, papers that are published as Open Access will be made available with a CC BY-NC license.

Publication Charges

There are **no charges** to submit and publish a standard research paper. However, the following options involve publication charges:

- Color figures in print
- Excess pages (final typeset paper longer than 12 standard journal pages)
- Open Access option
- Reprints may be ordered in multiples of 100. Minimum order is 100 copies

For current pricing information, visit the Author Center on journaltool.asme.org and select Author Resources. Publication Charges listed under Program Policies.

Go to journaltool.asme.org and click on Help

Elements of a Well-Prepared Paper

Here are the basic elements of a research paper listed in the order in which they should appear in your manuscript:

Title

The title of the paper should be concise and definitive. This will increase the discoverability of your work and support SEO (search engine optimization).

Author Names and Affiliations

ASME's policy is all contributors who have participated significantly in the technical aspects of a paper be recognized as co-authors or cited in the acknowledgments. This list serves as a declaration that each individual has made a substantive and material contribution to the development and composition of the paper. The corresponding author(s) must be identified and contact information included. Adding or removing an author after submission requires a written statement from all of the authors.

Abstract

An abstract (*250 words maximum*) should give a clear indication of the objective, scope, and results so that readers may determine whether the full text will be of particular interest to them.

Some helpful tips:

1. Pages must be paginated.
2. Highly technical terms or phraseology must be explained and defined.
3. The use of the first person and reference to individuals should be made in such a manner as to avoid personal bias.
4. All papers should be concise, regardless of length.
5. Long quotations should be avoided by referring to sources.
6. Illustrations and tables must be kept to a practicable minimum.
7. Detailed drawings, lengthy test data and calculations, and photographs not integral to the understanding of the subject, should be omitted.
8. Equations should be kept to a reasonable minimum, and built-up fractions within sentences should be avoided.
9. Spell out all acronyms on first use in the abstract and then in the text of the paper. Put the acronym in parentheses immediately after the spelled-out term.

Body of Paper

The text should be organized into logical parts or sections with headings and subheadings throughout to divide the subject matter into logical parts and to emphasize the major elements. The purpose of the paper should be stated at the beginning, followed by a description of the problem, the means of solution, and any other information necessary to properly qualify the results presented and the conclusions. Results should be presented in an orderly form, followed by the author's conclusions.

Equations

Equations should be numbered consecutively beginning with (1) to the end of the paper, including any appendices. The number should be enclosed in parentheses and set flush right in the column on the same line as the equation. This number should be used when referring to equations within the text. Equations should be referenced within the text as "Eq. (x)." When the reference to an equation begins a sentence, it should be spelled out, e.g., "Equation (x)."

Acknowledgments

Acknowledgments may be made to individuals or institutions not mentioned elsewhere in the work who have made an important contribution.

Funder Information

The name and grant number for each funding source will be included in a separate section of your paper. During the submission of your final files for publication you will be asked to supply this information.

Nomenclature

Nomenclature should follow customary usage. For reference, consult American National Standards Institute (ANSI) recommendations. The nomenclature list should be in alphabetical order (capital letters first, followed by lowercase letters), followed by any Greek symbols, with subscripts and superscripts last, identified with headings.

Appendices/Supplemental Material

ASME currently supports only supplemental material that is integral to the understanding and comprehension of the archival version of a Research Paper accepted for publication. If an author has supplemental material that they would like to submit for inclusion, they must receive pre-approval at the time of submission from the Editor. ASME is currently working on a solution for supporting non-integral supplementary material (e.g., datasets, etc.).

References

Within the text, references should be cited in numerical order according to their order of appearance. The numbered reference citation within text should be enclosed in brackets. ASME primarily uses *The Chicago Manual of Style* for reference format. ASME does not allow references to Wikipedia.

Figures and Tables

All figures (graphs, line drawings, photographs, etc.) should be numbered consecutively and have a caption consisting of the figure number and a brief title or description of the figure. This number should be used when referring to the figure in text. ASME accepts .tif or .eps file formats for figures.

All tables should be numbered consecutively and have a caption consisting of the table number and a brief title. This number should be used when referring to the table in the text. Table references should be included within the text in numerical order according to their order of appearance.

Questions can be sent to journals@asme.org



Using Proper Language

Publishers do not correct language; this is the author's responsibility. Your paper conveys information to others, many of whom may be less familiar with the subject than you. Be careful to use simple terms and expressions and make statements as concise as possible. If highly technical terms or phraseology are necessary, they should be adequately explained and defined.

English language should be used throughout the manuscript, including figures, charts, graphs, and photos and their captions.

These companies provide services to international authors who would like assistance with their writing:

- American Journal Experts: aje.com
- International Science Editing: internationalscienceediting.com
- Editage: editage.com
- LetPub: letpub.com
- Enago: enago.com
- ScienceDocs: sciencedocs.com

Note: ASME does not have a relationship with these companies nor supplies any financial assistance.

Ethics in Publishing

Plagiarism

ASME Publishing supports and promotes ethics in publishing. To this end, ASME is committed to deterring and actively addressing plagiarism and self-plagiarism.



The ASME Journal Program screens all submissions using Crossref's iThenticate software to determine the similarity to existing published material. crossref.org



ASME is a member of the Committee on Publication Ethics (COPE) and has implemented COPE recommendations for handling cases of plagiarism. publicationethics.org

Ethical Standards for the Publication of ASME Journals

ASME ensures that their editors, reviewers, and authors maintain high ethical standards relating to the submittal, review, and publication of manuscripts. These ethical standards derive from the Society's definition of the scope of the journal and from the engineering community's perception of standards of quality for engineering and scientific work, and its presentation.

Go to journaltool.asme.org and click on Help, Guidelines and Information

Acceptance or Rejection: What Happens Next

Once you have submitted to a journal, you can log into journaltool.asme.org to check the status of your submission.

The journal's editor has the final say regarding acceptance or rejection. Following editorial and peer review, the corresponding author will be contacted via email and informed whether your article is:

Accepted OR Changes Required OR Rejected



Submission Checklist

Before you submit your manuscript, be sure to review this handy checklist to help ensure that your final paper submission is as complete as possible.

<input type="checkbox"/>	Edit the text so that it is free of grammatical, syntactical, and typographical errors. Give particular attention to a well-expressed, concise title and abstract. Editorial help from colleagues is often valuable to both native and non-native English speaking authors and may be included in the paper's acknowledgements.
<input type="checkbox"/>	References: Confirm that all relevant research references have been included. Provide complete information for all references, including all author names, title, volume, page numbers, publisher, location and year. Authors are encouraged to seek out precise instructions via: ChicagoManualofStyle.org
<input type="checkbox"/>	Number all tables, e.g., "Table 1", ..., and place captions over each table. Number all figures ("Graphic Files"), for example, "Fig. 1", ..., and place captions under each figure. Tables and figures may be included on separate pages at the end or embedded in the text (as in the Word template found in ASME's Author Resources).
<input type="checkbox"/>	Complete PDF File ("Web Ready") should include in the following order: paper title, author information, abstract, single column double spaced text, references, list of table captions, list of figure captions, and footers on every page containing corresponding author's name, paper number, and page number.
<input type="checkbox"/>	Text-Only File ("Print Ready") should include the same items, order and format as the PDF file, except NO FIGURES.
<input type="checkbox"/>	If your paper contains excerpts from other copyrighted material (including any diagrams, photographs, figures, or text), make sure that you have acquired in writing all necessary rights from third parties (publisher or copyright holder) and include those materials in your paper, and be able to provide upon request. Appropriate credit for that third-party material should be included in footnotes or in the reference list. Note: Some permissions provide required language to be included.
<input type="checkbox"/>	Upload each figure file separately as "graphic files" named "Fig. 1", "Fig. 2", etc. [Note: Tables should not be uploaded as graphic files unless they include figures.] Check that the resolution, font size, and line weights are appropriate when the figure is printed at the appropriate single column width (3.25", 8cm) or double column width (6.5", 16cm). The .tif format is recommended with a resolution of at least 600 dpi for line art and 264 dpi for halftones ; .eps files are acceptable but the printer may scale a figure in unexpected ways.
<input type="checkbox"/>	Submit the ASME Copyright Transfer Agreement form electronically to ASME. If you did not receive a digital link to this form by email, contact journalcopyright@asme.org to have it resent. Papers will not be published until ASME receives a copyright form digitally signed by EACH co-author.
<input type="checkbox"/>	Estimate the total word count including references, figures, and tables to be under the ASME recommended 12,000 words for Research Papers . To estimate length: 1 journal typeset page is about 1000 words and each table and figure adds approximately 250 words per half column and 125 words per quarter column to the length. This is merely an estimate. Actual printed length is determined when the manuscript is typeset. If the submission is estimated to be significantly longer than ASME's guidelines, the Editor can request that the paper be reduced.
<input type="checkbox"/>	There is no charge for Research Papers that are 12 or less printed pages. If the manuscript is more than 12 pages when typeset, authors will be assessed a mandatory page charge for each full page over 12. Authors may request a waiver of the excess page charge by emailing the Journal Editor.
<input type="checkbox"/>	Make sure that all industry relationships and conflicts of interest have been disclosed.
<input type="checkbox"/>	Check that the final "Web Ready" PDF, which will publish online as provided as the "Accepted Manuscript," is free from all markup, comments, and corrections.

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