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Instructions to Authors Manual

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I. Introduction

Please read this manual very carefully, paying close attention to the details. This manual has been provided to aid the authors in preparing their papers and to aid in working with their editor(s). The purpose of this manual is multifold:

- 1) To provide a baseline for *consistent* quality in the *ARJ*
- 2) To assist potential *ARJ* authors in preparing and submitting papers
- 3) To strongly encourage potential *ARJ* authors to work closely with their editor(s), who will be Answers in Genesis staff scientists or others selected according to their expertise appropriate to the papers received
- 4) To inform potential *ARJ* authors of copyright responsibilities, deadlines, required items for the *ARJ*, and the paper review and appeal processes

On behalf of Answers in Genesis (AiG), publisher of *Answers Research Journal*, it is hoped that this manual will facilitate your contribution to the technical development of the Creation and Flood model of origins.

II. ARJ Requirements

The following items are *required upon the submission of an author's first draft of their paper*. All items are to be submitted to the Editor-in-Chief at his email address.

- A. Paper's First Draft—Send a copy of your first draft (formatted as per the instructions below) to the editor-in-chief as an attached file in an email. Do *not* embed tables, figures, or plates in the text file of your paper, but prepare each as a separate file attached to the email.
- B. Primary Author—Papers with multiple authors *must* have a *main* author identified. This author will be the point of contact between the editor-in-chief and other *ARJ* staff.
- C. Author Biographies—Submit to the *ARJ* editor-in-chief a brief biographical sketch (BIO), if AiG does not already have one. It should be included as an attachment in the email containing the first draft. This BIO should be no more than 100 words. A BIO must be included for each author on multiple-authored papers. This BIO will be suitably posted on AiG's website's list of creationist scientists and theologians linked to the paper when it is published in the *ARJ*. (Any author using a pen name or who has a reason for not wanting their biographical details publicized on the AiG website should specifically request this, and their wishes will be respected.)
- D. Reviewers Form—Along with your first draft, email to the editor-in-chief a completed "Suggested Reviewers Form" as an attachment. List at least three (3) names of experts in the field of your paper's topic. See enclosed "Suggested Reviewers Form" (p. 15).
- E. Copyright Form—An appropriately signed "Copyright Form" *must* be emailed as an attachment to the *ARJ* editor-in-chief with the first draft of your paper. For multiple-authored papers, each and every author *must* appropriately sign a "Copyright Form" (one per author) for the said paper and email it to the editor-in-chief upon the submission of the paper's first draft. See enclosed "Copyright Form" (pp. 17–18).

III. Working with Your Editor

Working closely with your editor is the best path to ensure that your paper receives the most input from your editor and reviewers. Don't wait until the last minute to seek clarification from your editor on items of question. He is there to help you improve your paper. The *ARJ* encourages you to utilize email as the fastest method of communication. By working closely with your editor, you will better ensure final acceptance of your paper and will help the *ARJ* editorial staff in ensuring accurate publication of your paper. Working with your editor builds an effective partnership whose goal is to ensure that the Creation and Flood model is given the best possible development by all concerned.

IV. ARJ Deadlines

- A. Intermediate Drafts—Your assigned editor may wish to set up intermediate deadlines for revisions to your paper so timely publication in the *ARJ* can be guaranteed. In this event pay close attention to these deadlines and work closely with your editor to ensure the best possible work.
- B. Final Draft—The final copy of your *accepted* paper (formatted as per the instructions below) is due to your editor *by the deadline he or she specifies to ensure timely publication in the ARJ*. If there is any conflict with this date, contact your editor as soon as possible. Even though publishing deadlines are somewhat flexible, please do not delay contacting your editor so that the publication

timeframes can be suitably adjusted. We would hope to have your paper published within three (3) months of receipt of the first draft, so your help aids us to achieve this deadline. Once your editor is fully satisfied that your paper has been fully revised and appropriately completed as per his or her instructions based on the reviewers' comments, he will forward all the files pertaining to your accepted paper to the *ARJ* editor-in-chief for its typesetting and publication.

- C. Typeset Paper—The editor-in-chief and his staff will typeset your accepted paper, suitably placing all the tables, figures, and plates within the text. To ensure a uniform quality and appearance, your tables will be typeset, and your figures may be redrafted. When your paper has been fully typeset as it will appear in the *ARJ*, the file containing it will be saved as a PDF file and emailed to you as an attached file. You will be given seven (7) weekdays to proofread your paper and to email back to the *ARJ* editor-in-chief with your request for any changes or corrections. Failure to do so, without a valid excuse, will result in your paper being published as typeset and proofread by the *ARJ* editorial staff.

V. *ARJ* Paper Mechanics

- A. Word Limit—The maximum number of words allowed in an *ARJ* paper is usually 10,000. This includes text and references, but not associated appendices. This word limit can be waived under exceptional circumstances when the subject matter requires a lengthier presentation.
- B. Draft Parameters—Papers should be submitted in a plain text, single-spaced Word or RTF file. Formatting should be kept to an absolute minimum. Do *not* embed graphics, tables, figures, or photographs in the text. All these should be collected together and supplied in a list. Do not attempt to typeset your paper in Word.

VI. *ARJ* Paper Formatting Options

The *ARJ* editorial staff will format the author's paper. The author must provide the editor-in-chief with the following:

- A. An electronic copy of the paper.
- B. Graphics in electronic format. Photographs must be original as outlined herein.
- C. If the author feels they are needed, detailed instructions outlining the desired layout of the paper (tables, graphics placements, etc.) should be included.

VII. *ARJ* Paper Infrastructure and Formatting

- A. Main Paper Formatting and Layout—The following paper infrastructure and formatting must be followed for the *ARJ*:

1. TITLE (First page only)
2. NAME (with any affiliation plus address) (First page only)
3. ABSTRACT (First page only)
4. KEYWORDS (First page only)
5. INTRODUCTION (First page—can carry over to additional pages)
6. BODY OF PAPER (with appropriate headings and subheadings)
7. CONCLUSION
8. ACKNOWLEDGMENTS (Optional)
9. REFERENCES
10. NOMENCLATURE (Optional)
11. APPENDIX or APPENDICES (numbered) (Optional)
12. TABLES (with captions)
13. FIGURES (with captions)
14. PLATES (with captions)

1. Title

Titles are often used for identification by readers, libraries, indexing services, and data retrieval services; therefore, keep the title descriptive and brief. Avoid clichés and slang. The paper's title must be in uppercase and lowercase, *bold*, and headline-style capitalization.

2. Name (with Mailing Address of Affiliation)

The author's name and address must appear directly under the title. Do not include titles in the name such as *Dr.*, *Mr.*, or *Prof.* Place names and addresses of multiple authors in a sequential list.

3. Abstract

Always include an abstract for use by abstracting services, as well as by the reader. The purpose of the abstract is to summarize the purpose, scope, methods, results, and conclusions reached. Use of nontechnical language is recommended for the abstract, since many people referencing abstracts are not technically familiar with the paper's topic. The abstract is complete *if* it can stand alone and adequately describe the paper by providing just enough background information to make the results understandable. Normally an abstract should only be 150–300 words long.

4. Keywords

The purpose of keywords is to provide a very rapid classification for the author's paper. Keywords should be synonyms and closely related words relative to the paper's topic, text, and classification.

5. Introduction

The introduction begins the paper by providing the background or history of a particular problem that led to the research, experiment, or application described in the paper. The introduction may preview or outline how the material will be presented in the paper (that is, how many studies or experiments will be covered), and it may state the relationship of the subject matter to larger areas of study. Keep the background information as brief as possible, stating only the aspects relevant to the paper. Do not rewrite any previous studies.

6. Body of Paper

Up to this point, general ideas and goals have been presented to the reader, but now specific details emerge. The body of the paper is the real substance of the paper. It conveys the message the author wants to present. The following are some general questions which, if answered, will aid in the development of the body of the paper:

- a. Does the body provide enough information to convey the intended point(s)?
- b. Is unnecessary material included?
- c. Has the material been divided into main headings and subheadings, and do these divisions emphasize the important points of the paper? Do the subheadings support the main headings?
- d. Is the subject matter developed logically? Is it free from gaps and discontinuities?
- e. Has the best possible use been made of graphs, charts, photographs, and line drawings, and are the illustrations well prepared for reproduction?
- f. Do the facts presented adequately support the conclusion?

7. Conclusion

The conclusion states the final results, emphasizes the most important points, and directs the reader to relevancies for other areas. Always compare the results with the original theory, especially if the results do not coincide with the expectations. Then speculate on possible applications or areas for further investigation. The conclusion ought to be clear and concise.

8. Acknowledgments (optional)

Always place your acknowledgments immediately following the text *preceding* the References. Keep the list of persons and institutions as brief as possible. Cite (with permission) only those who provided *substantial* contributions to the work.

9. References

References are an important part of any paper, because they establish the credibility of your research and provide the readers with a source for further reading. See the "Reference Details" formatting section below (p. 8).

10. Nomenclature (optional)

Use a nomenclature table (or glossary of terms) if the paper makes extensive use of symbols or terminology. Lengthy or frequent explanations can break up the train of thought if presented in the text. A nomenclature table provides a complete and optional reference source for the reader. Any information vital to the understanding of the paper should be included in the text of the paper.

11. Appendices (optional)

Lengthy descriptions of apparatuses or complex equations and derivations not essential to the understanding of the paper should be included in an appendix. Identify appendices as “Appendix A,” “Appendix B,” etc., with a brief descriptive title. Here are some examples:

Appendix A. Maxwell’s equations in integral form

Appendix B. Maxwell’s equations in differential form

If only one appendix is used, do *not* use an identifying letter.

12. Tables (with captions)

When tables are used, be sure to give sufficient instructions on how to read the table. Tables should be as simple as possible and understandable on their own. Use a consistent style among all tables within the work, so readers can easily jump from studying one table to another. Every table should be numbered and referred to in the text by its number. Titles should be written in lowercase and capitalized sentence style. Be careful not to give a title that suggests a certain interpretation of the data. For more on table titles refer to the *Chicago Manual of Style* 16th and 17th editions (3.52 and 3.54 respectively).

13. Figures (with captions)

Figures may be color photographs, line art, combination half-tones, or color figures (see all these below under “Illustrations”). Graphs, maps, charts, etc., are also considered to be figures. Identify figures by numbers along with a brief descriptive title. In addition to the title, you may also include a brief caption or description. The caption may consist of a few words or even a few sentences. No punctuation is needed unless the captions form complete sentences. To distinguish between what you intend to be the title and what you intend to be the description, place the title within quotation marks when accompanied by a caption. Both figure titles and captions are capitalized in sentence style. Here are some examples:

Figure 1. “Fossil wood” Tree rings are often discernible within fossilized wood.

Figure 2. Image of Saturn’s rings

Figure 3. “Graph of population growth rate” Rounded to nearest thousand

When referring to figures in the text, always refer to them by their number, spelling out *figure* in lowercased letters: “please see figure 2.” In parenthetical references, the abbreviation *fig.* may be used (e.g., “please see fig. 2”).

14. Plates (with captions)

The term *plate* usually refers to a full-page illustration that is printed separately, usually on coated paper. *Plate* is never abbreviated, even when used in parenthetical references. Follow the instructions for *Figures* above for plates also.

B. Important Miscellaneous Formatting Items

1. Page Numbering—Do *not* place page numbers on the text.
2. Footnotes—Do *not* use footnotes, *unless* some are needed to provide elaboration or additional details.
3. Indentation—Do *not* indent the beginning of paragraphs. A paragraph is identified by a blank line between sections of text. Indent only quotations of 40 or more words in a freestanding block of typewritten lines and omit the quotation marks.
4. Equations—Every equation should be formatted in italics using MathType or Microsoft Word Equation Editor. All fonts used should be supplied upon submission of the manuscript, along with a separate copy of each equation saved as a PDF file. It is the author’s responsibility to ensure that the PDF file is a true and accurate image of the equation and that all fonts supplied are free of copyright restrictions. Each equation should be numbered, e.g., (1), (2), etc., and can thus be referred to as such in the text. Always follow an equation or set of equations with an explanation of its symbols. Exceptions are very simple or universally known equations which may be included in the text, e.g., $E = mc^2$.

5. Units—The units for the fundamental dimensions are called fundamental or base units. *ARJ* papers should use the SI system. If required or desirable, English (Imperial) equivalent quantities and units can be included in parentheses. The SI system is the modernized version of the metric system, and the abbreviation SI is for the French name *Système international (d'unités)*. In the SI system, *meter*, *kilogram*, *second*, *ampere*, *kelvin*, *mole*, and *candela* are the base units for the six fundamental dimensions of length, mass, time, electric current, thermodynamic temperature, amount of substance, and luminosity (respectively). For more information on the secondary units refer to (a) U.S. National Bureau of Standards Specification, Publication 330, 1971; (b) Kraus, J.D., and K.R. Carver, *Electromagnetics* (New York: McGraw Hill, 1973), pp.1–2; and (c) *The Chicago Manual of Style*, 17th ed. (Chicago: The University of Chicago Press, 2017), chap. 10.51–10.63. Note that this means °C must be used and not °F, and *km* not *miles*.
6. Languages Other Than English—All fonts used should be supplied upon submission of the manuscript where languages other than English are incorporated within the manuscript. A separate copy of the manuscript, saved as a PDF file, should always be provided. It is the author's responsibility to ensure that the PDF file is a true and accurate image of the language used and that all fonts supplied are free of copyright restrictions.
7. Illustrations—Full-color photographs and diagrams are invited. These must be of high quality and against a background that produces the greatest amount of contrast. The minimum requirements are as follows:
 - a. Color Photographs—Color photographs should be submitted as TIFF files at a minimum resolution of 300–600 dpi for an original figure size of not less than approximately 4 by 4 inches. If the images were taken with a digital camera, save or export the images to a 300 dpi TIFF file. If your only option is to save the image as a JPEG file, be sure to save it with the least amount of compression (highest quality) setting. Submit separate TIFF files; do not place image files in a Word document.
 - b. Line Art—Black-and-white drawings, graphs, and figures should be submitted as TIFF files with a minimum resolution of 300 dpi. Submit separate TIFF files; do not place image files in a Word document.
 - c. Combination Halftones—Artwork containing both text and continuous tone elements should be submitted as a TIFF file (resolution of 500–900 dpi). Submit separate TIFF files; do not place image files in a Word document.
 - d. Color Figures—Color figures are encouraged and should be submitted as AI files where possible in CMYK color mode (not RGB). If this is not possible, submit as a separate TIFF file at a minimum resolution of 300 dpi. Do not place image files in a Word document.

C. Common Style Issues

1. Bible References—Typically spell out books of the Bible. When abbreviating, avoid two letters. An abbreviation should contain no less than three letters (e.g., *Isaiah* should be abbreviated *Isa.*, not *Is*). The only exception is the book of Psalms, which should be abbreviated *Ps*.
2. Foreign Words and Phrases—Italicize uncommon foreign words on their first occurrence, but use regular font for common words. Foreign words and phrases should be italicized only if they are uncommon to our readers:
 - Lebensraum* (italicized)
 - angst, canard (nonitalicized)
 - et al., *ibid.* (nonitalicized)
3. Punctuation of Bible References—Punctuate Bible references with colons between verses and chapters, semicolons between books. Use a comma to separate one chapter-and-verse reference from another, as long as the second reference is from the same book. Do not repeat the book's name in the second reference: Romans 3:23, 10:9. Use a semicolon to separate references from different books that appear within the same parenthetical reference: Ephesians 2:10; John 3:16; Romans 3:10.

4. Capitalization
 - a. Use lowercase *creation* in most cases, except in a list of biblical events, especially “Creation and Flood,” “the Creation Week,” and “Day One.”
 - b. Usually capitalize *Flood* in clear references to “Noah’s Flood.” But any other use of *flood*, such as “a local flood,” is lowercase.
 - c. Lowercase *earth* in most cases, except where *Earth* appears in a sentence or list with the names of other planets.
 - d. Lowercase names for divine dwelling places, including *heaven*, *hell*, and *paradise*.
5. Commas—Use commas to separate every entry in a series of three or more items: death, disease, and suffering.
6. Ellipses—Put spaces between dots in ellipses. An ellipsis is identified by three spaced dots (. . .). Ellipses are always written with a space before, after, and between each period. Ellipses are generally not used before the first word of a quotation or after the last word of a quotation, even if omissions occur:

“John . . . looked at Jesus . . . and said, ‘Behold, the Lamb of God!’” (John 1:35–36).

When an ellipsis is used to indicate an omission between two grammatically complete sentences within a quotation (either at the end of one sentence or beginning of another sentence), four dots will be used (unless the first sentence is deliberately left incomplete). A period is added *before* an ellipsis to indicate the omission of the end of a sentence.

“John . . . looked at Jesus. . . . The two disciples heard him say this, and they followed Jesus. . . . And they stayed with Him that day” (John 1:35–39).
7. Emphasis—Avoid using font styles to emphasize words. Emphasizing text should be rare. (The emphasis should be obvious from the construction of the sentence.) When emphasis is necessary, use italics, not underline or bold.
8. Common Questions about Style
 - a. Not *U.S.* or *USA* but *US*
 - b. A single space follows the end of a sentence
 - c. A comma follows *e.g.*, and *i.e.*,
 - d. *Neanderthal* has an *h*
 - e. Commas are not required with *Jr.* or *Sr.* (e.g., John Smith Jr. attended the fair.)
 - f. In Scripture references, do not use Roman numerals (*2 Corinthians*, not *II Corinthians*)
9. House Style Exceptions to *The Chicago Manual of Style*
 - a. Capitalize pronouns referring to God (except for the pronouns *who* and *whom*).
 - b. Capitalize *Scripture* when it is a synonym for the Bible, but lowercase *scriptural*, *biblical*, and *gospel*.
 - c. Spell out state names in endnotes and reference lists (to help international readers).
 - d. Spell out parenthetical Bible references, such as *Ecclesiastes* (to help readers who are unfamiliar with the Bible).
 - e. Do *not* repeat the chapter number in a list of verses: *Ephesians 2:2, 4, 7–9*.
 - f. Arrange references within a single parenthetical text citation alphabetically by authors’ names in ascending order. Multiple works by the same author are arranged by year of publication in ascending order (cf. “Text Citations” below).

D. Reference Details—Works cited in submitted paper are to be collected in a reference list. The following are instructions and examples concerning how to format reference list entries, as well as associated text citations. The style and format are based on *The Chicago Manual of Style*, 17th ed. (Chicago: The University of Chicago Press, 2017). This section is intended to be a resource to aid authors; however, the full style guide should still be consulted.

1. Reference List Guide

- a. **Book References**—Names of authors are always to be given as they appear within the work itself (typically on the title page of a book or at the head of a journal article, etc.). However, if an author uses his full name in one source quoted and abbreviations in another, use the fuller form of the name for all sources quoted within a single paper. This rule applies to all types of references.

Bird, W. R. 1989. *The Origin of Species Revisited: The Theories of Evolution and of Abrupt Appearance*. Vol. 1, *Science*. New York: Philosophical Library.

- Churchill, Winston S. 1953. *Triumph and Tragedy*. Vol. 6 of *The Second World War*. Boston: Houghton Mifflin.
- Friedman, Milton. 1994. Introduction to *The Road to Serfdom*, by F. A. Hayek, 1–9. 50th Anniversary Edition. Chicago: University of Chicago Press.
- Gibbon, Edward. 1946. *The History of the Decline and Fall of the Roman Empire*. Edited by J. B. Bury. Illustrated by Gian Battista Piranesi. 3 vols. New York: Heritage Press.
- Ham, Ken, ed. 2006. *New Answers Book*. Green Forest, Arkansas: Master Books.
- Nelson, Ethel R., Richard E. Broadberry, and Ginger Tong Chock. 1997. *God's Promise to the Chinese*. Dunlap, Tennessee: Read Books Publisher.
- Vardiman, Larry, Andrew A. Snelling, and Eugene F. Chaffin, eds. 2005. *Radioisotopes and the Age of the Earth: Results of a Young-Earth Creationist Research Initiative*. Vol. 2. El Cajon, California: Institute for Creation Research; Chino Valley, Arizona: Creation Research Society.

b. Chapter or Essay from an Anthology, Book, or Conference Proceedings

- Austin, Steven A. 2003. "Nautiloid Mass Kill and Burial Event, Redwall Limestone (Lower Mississippian), Grand Canyon Region, Arizona and Nevada." In *Proceedings of the Fifth International Conference on Creationism*, edited by Robert L. Ivey Jr., 55–99. Pittsburgh, Pennsylvania: Creation Science Fellowship.
- Bar-Yosef, O. 1989. "Geochronology of the Levantine Middle Palaeolithic." In *The Human Revolution: Behavioural and Biological Perspectives on the Origins of Modern Humans*, edited by Paul A. Mellars and Chris Stinger, 589–610. Princeton, New Jersey: Princeton University Press.
- Humphreys, D. Russell. 1986. "Reversals of the Earth's Magnetic Field during the Genesis Flood." In *Technical Symposium Sessions and Additional Topics*, edited by Robert E. Walsh, Christopher L. Brooks, and Richard S. Crowell, 113–126. Vol. 2 of *Proceedings of the First International Conference on Creationism*. Pittsburgh, Pennsylvania: Creation Science Fellowship.
- Humphreys, D. Russell. 1994. "Progress toward a Young-Earth Relativistic Cosmology." In *Proceedings of the Third International Conference on Creationism*, edited by Robert E. Walsh, 267–286. Pittsburgh, Pennsylvania: Creation Science Fellowship.
- Moore, Henrietta L. 1993. "The Differences within and the Differences Between." In *Gendered Anthropology*, edited by Teresa del Valle, 193–204. European Association of Social Anthropologists. London and New York: Routledge.

c. Single Letter in a Published Collection

- Machiavelli, Niccolò. 1989. Niccolò Machiavelli to Francesco Vettori, August 3, 1514. In *Machiavelli: The Chief Works and Others*, translated and edited by Allan Gilbert, vol. 2, no. 150. Durham, North Carolina: Duke University Press.

d. Court Decision

- Adarand Constructors, Inc. v. Peña, 515 U.S. 200 (1995).

e. Unpublished Interviews and Personal Communications—*Personal communications are not put in the reference list. The name of the author is run into the text or put in a note with "pers. comm." in parentheses. If the medium is important, include it after the name(s) of the person(s) concerned following a comma. Initials may be used for first names. If the date is not included in the text, it should be included in the reference.*

- (Johnson, pers. comm.)
 (J. Smith, Facebook direct message to author, April 10, 2005)
 (J. Smith, text message to author, January 1, 2018)

f. Web References—*For all sources consulted online, an access date is only provided if no date of publication or revision can be determined for the source. In these instances, record "n.d." in the place of the date and provide an access date right before the URL. Year is repeated with month and day to avoid confusion (15.50).*

Bergman, Jerry. 2006. “Flipper: Man’s Best Friend?” ICR. November 8, 2006. <http://www.icr.org/article/3117/>.

Lisle, Jason. 2007. “Feedback: What Gives an Argument Authority?” *Answers in Genesis*. August 17, 2007. <http://www.answersingenesis.org/articles/2007/08/17/feedback-under-qualified>.

g. Journal References—*Record all available data for journals (cf. 15.9). When volume and issue numbers alone are given, the issue number is placed in parentheses after the volume number. When a page number immediately follows the volume number (issue number, month, and season all being absent in source), a colon separates the volume number from the page number with no intervening space. Issue numbers should be included even if pagination is continuous throughout a volume or when a month or season precedes the year. For articles accessed online which do not have a stable URL or permanent link, create a persistent link URL (PURL) by adding the DOI after “<https://doi-org.ezproxy.library.uq.edu.au>”. A URL or DOI is only needed if the journal is accessed online.*

Boss, Alan P. 1986. “The Origin of the Moon.” *Science* 231, no. 4736 (January 24): 341–345.

Baxter, P. J., C. Bonadonna, R. Dupree, V. L. Hards, S. C. Kohn, M. D. Murphy, A. Nichols, R. A. Nicholson, G. Norton, A. Searl, R. S. J. Sparks, and B. P. Vickers. 1999. “Cristobalite in Volcanic Ash of Soufriere Hills Volcano, Montserrat, British West Indies.” *Science* 283, no. 5405 (February 19): 1142–1145. <https://doi-org.ezproxy.library.uq.edu.au/10.1126/science.283.5405.1142>.

Humphreys, D. Russell, Steven A. Austin, John R. Baumgardner, and Andrew A. Snelling. 2004. “Helium Diffusion Age of 6,000 Years Supports Accelerated Nuclear Decay.” *Creation Research Society Quarterly* 41, no. 1 (June): 1–16. <https://creationresearch.org/helium-diffusion-age-6000-years-supports-accelerated-nuclear-decay/?hilitte=%27helium%27%2C%27diffusion%27%2C%27age%27%2C%276%27%2C%27000%27%2C%27years%27>.

Schneider, Stephen H. 2001. “Earth Systems Engineering and Management.” *Nature* 409, no. 6818 (January 18): 417–421.

Taylor, Stuart Ross. 2014. “The Moon Re-Examined.” *Geochimica et Cosmochimica Acta* 141 (September 15): 670–676. <https://doi-org.ezproxy.library.uq.edu.au/10.1016/j.gca.2014.06.031>.

Zadeh, L. A. 1965. “Fuzzy Sets.” *Information and Control* 8 (3): 338–353. [https://doi-org.ezproxy.library.uq.edu.au/10.1016/S0019-9958\(65\)90241-X](https://doi-org.ezproxy.library.uq.edu.au/10.1016/S0019-9958(65)90241-X). (*Month omitted intentionally to demonstrate form when only vol. number and issue number are given in source.*)

h. Magazine References—*It is now recommended to repeat the year of publication with the month and day to avoid possible confusion. Page numbers/ranges may be included but are not necessary. When page numbers are included, they follow a comma. Unlike with journals, volume and issue numbers are not included unless necessary. Titles of regular departments in a magazine follow the title of the article, are capitalized headline style, set in roman, and are not put within quotation marks.*

Sanders, Laura. 2016. “Brain Waves in REM Sleep Help Store Memories.” *News in Brief. Science News*, May 12, 2016, 15. <https://www.sciencenews.org/article/brain-waves-rem-sleep-help-store-memories>.

Faulkner, Danny R. “The Misplaced Faith of Isaac Newton.” *Bible & Culture. Answers*, March–April 2018, 48–50. <https://answersingenesis.org/creation-scientists/misplaced-faith-isaac-newton/>.

- i. **Newspaper References**—*It is now recommended to repeat the year of publication with the month and day to avoid possible confusion. A city name should be added to the titles of local newspapers if it is not included within the title (not necessary for well-known papers). The city name is given within parentheses in roman type following the italicized title. Nations of larger international papers are given in the same manner, e.g., (UK edition), (US edition). If a newspaper is published in several sections, the section number or title may be given following the year/page number. Other identifiers, such as specific editions, may also be added for clarity after the year/page number if necessary. Titles of regular columns within a newspaper are given as departments within magazines. (Consult 14.191–14.199 for further examples.)*
 Gottlieb, Scott. 2007. “Attack of the Superbugs.” *Wall Street Journal*, October 30, 2007, A. 19. Eastern edition. <https://search-proquest-com.ezproxy.library.uq.edu.au/docview/399019999?accountid=14723>.

j. **Lecture Reference**

- Wise, K. P. 1988. “The Flood and the Fossil Record.” Lecture presented at the Institute for Creation Research, San Diego, California, August 17, 1988.

k. **Answers Research Monograph Series (ARMS)**

Monograph as a Whole:

- Snelling, Andrew A., ed. 2018. *Extant Ark Kinds: Mammalian and Avian Kinds*. Baraminology, vol. 1. Answers Research Monograph Series 1. Hebron, Kentucky: Answers in Genesis.

Individual Article within ARMS:

- Lightner, Jean K. 2018. “Mammalian Ark Kinds.” In *Extant Ark Kinds: Mammalian and Avian Kinds*, edited by Andrew A. Snelling, 19–76. Baraminology, vol. 1. Answers Research Monograph Series 1. Hebron, Kentucky: Answers in Genesis.

For works authored by or edited by ten (10) or less persons, all names should be included in the reference list entry. If more than ten (10) persons authored or edited the work, only list the first seven (7) persons, followed by *et al.* Use single spacing throughout the reference list. For multiple works by the same author(s), do *not* use the 3-em dash. Multiple works by the same author(s) are listed chronologically by year of publication in ascending order (*not* arranged alphabetically by title as in a bibliography). Undated works follow all dated works.

- Snelling, Andrew A. 2000. “Geological Conflict: Young Radiocarbon Date for Ancient Fossil Wood Challenges Fossil Dating.” *Creation Ex Nihilo* 22, no. 2 (March): 44–47.

- Snelling, Andrew A. 2014. *Earth’s Catastrophic Past: Geology, Creation, & the Flood*. 2 vols. Dallas, Texas: Institute for Creation Research.

Snelling, Andrew A. n.d. . . .

When multiple works by the same author(s) share the same year of publication, the sources are differentiated by the addition of letters, *a*, *b*, *c*, etc., and are arranged alphabetically by title. Text citations will include the letter along with the year, e.g., (Smith 2018a).

Smith, John. 2018a. *Alpha Letter of Greek Alphabet*. . . .

Smith, John. 2018b. *Omega Letter of Greek Alphabet*. . . .

For all references where the month, day, issue number, or season are part of the regular information given for the entry, arrange these entries in ascending order according to date, not by their titles (even though the year is the same). These entries will still need to have a letter along with the year for distinction within the parenthetical citations.

2. Text Citations

When a reference is made to a source as a whole, the text citation will be by author’s last name and year of publication in parentheses, e.g., (Ham 2007), (Humphreys et al. 2004), (Nelson, Broadberry, and Chock 1997). When quoting or referencing a specific page(s), always provide the author, year, and specific page(s) cited in the text and include a complete reference entry in the reference list.

Quotation 1: She stated, “The ‘placebo effect’ . . . disappeared when behaviors were studied in this manner” (Miele 1993, 276), but she did not clarify which behaviors were studied.

Quotation 2: Miele (1993, 276) found that “the ‘placebo effect,’ which had been verified in previous studies, disappeared when [only the first group’s] behaviors were studied in this manner.”

Quotation 3: Miele’s (1993, 276) research concluded the following: “The ‘placebo effect,’ which had been verified in previous studies, disappeared when behaviors were studied in this manner. Furthermore, the behaviors *were never exhibited again* [italics added], even when reel [sic] drugs were administered. Earlier studies (e.g., Abdullah 1984; Fox 1979) were clearly premature in attributing the results to a placebo effect.”

When a page number is not available, give the name of the “chapter or paragraph number (if available), a section heading, or a descriptive phrase that follows the organizational divisions of the work” (*CMOS* 17th ed., 14.22). See 15.23 for more examples.

(Smith 2018, under “Methods”)

(Smith 2018, ¶ 3.15)

(Smith 2018, chap. 7)

Multiple references by different author(s) within the same parenthetical citation are separated by semicolons. Arrange references within a single parenthetical text citation alphabetically by authors’ names in ascending order.

(Ham 2006, 18; Humphreys et al. 2004; Nelson, Broadberry, and Chock 1997)

Multiple references within the same parenthetical citation by the same author(s) are separated by commas alone unless page numbers or other locators are required.

(Ham 2007, 2013, 2018)

(Ham 2007, 34; 2013, 15; 2018, 55)

(Ham 2007a, 2007b)

For works by or edited by one to three persons, list all persons in the parenthetical citation. For works authored by or edited by more than three (3) persons, only give the last name of the first author, followed by et. al. with no intervening comma.

(Vardiman, Snelling, and Chaffin 2005, 36)

(Ham et al. 2018, 56)

VIII. Paper Review Process

Upon the reception of a paper, the editor-in-chief will follow the procedures below:

- A. Notify the author of the paper’s receipt
- B. Review the paper for possible inclusion into the *ARJ* review process

The following criteria will be used in judging papers:

1. Is the paper’s topic important to the development of the Creation and Flood model?
2. Does the paper’s topic provide an original contribution to the Creation and Flood model?
3. Is this paper formulated within a young-earth, young-universe framework?
4. If the paper discusses claimed evidence for an old earth and/or universe, does this paper offer a very constructively positive criticism and provide a possible young-earth, young-universe alternative?
5. If the paper is polemical in nature, does it deal with a topic rarely discussed within the origins debate?
6. Does this paper provide evidence of faithfulness to the grammatical-historical/normative interpretation of Scripture? If necessary, refer to the following: R. E. Walsh, 1986. “Biblical Hermeneutics and Creation.” In *Proceedings First International Conference on Creationism*, vol. 1, 121–127. Pittsburgh, Pennsylvania: Creation Science Fellowship.

Remark:

The editor-in-chief will not be afraid to reject a paper if it does not properly satisfy the above criteria or if it conflicts with the best interests of AiG as judged by its biblical stand and goals outlined in its statement of faith. The editors play a very important initial role in preserving a high level of quality in the *ARJ*, as well as protecting AiG from unnecessary controversy and review of clearly inappropriate papers.

Notification:

For each approved paper, the editor-in-chief will then inform the author that their paper has been accepted into the *ARJ* technical paper review process.

C. Correspond with the Author

1. Upon rejection of a paper in its initial form

The editor-in-chief will inform the author in writing that the paper is rejected in its present form. Included in this letter must be the following:

- a. The stated reasons for rejection
- b. Suggested areas of improvement should the author choose to resubmit the paper
- c. Encouragement to the author for future research and involvement with the *ARJ*
- d. If appropriate, recommended improvements and a suggestion for other sources for publication (e.g., *CRSQ*, *Answers* magazine, *Proceedings of the ICC*, *Origins*, other journals, etc.)

In all correspondence, the editor-in-chief and editors will keep in mind that they are AiG representatives and should be as honorable, forthright, and kind in *all* dealings with the authors. This correspondence with the author will be copied to the relevant editors if appropriate and relevant so they are aware if the author subsequently corresponds with them.

2. Upon acceptance of the paper for review

The editor-in-chief will inform in writing *both* the author and the assigned editor of the preliminary acceptance of the paper. The respective correspondences will include the following:

a. Correspondence with Author

- 1) A statement on the preliminary nature of this acceptance
 - This means the paper has been placed into the *ARJ* peer-review process and that final approval of the subsequent paper is solely the responsibility of the editor.
- 2) The paper's assigned editor, including the editor's name and email address
 - No phone numbers or addresses of the editors will be given out by the editor-in-chief unless prior approval is given. The editor will give their phone number out on their own accord.
- 3) Encouragement to the author for working closely, submissively, and positively with the editor
 - The importance of working closely with the editor will be emphasized—to better ensure the paper's final acceptance and the best possible paper.
- 4) If possible, any technical advice to aid the author in improving the paper's subject
 - This might include recommended reading (papers, books, etc.) and items that ought to be covered in the paper.
- 5) A reminder to study the "Instructions to Author's Manual," with strong encouragement to the author to pay close attention to the required mechanical details of the paper

b. Correspondence with Editor

- 1) A copy of the author's paper
 - This is absolutely necessary for the editor to recruit the proper reviewers.
- 2) A copy of the "Suggested Reviewers Form" filled out by the author
 - This should help the editor to recruit the proper reviewers.
- 3) A copy of the editor-in-chief's preliminary acceptance correspondence with the author
 - This is to indicate any advice the editor-in-chief may have given the author to improve the intended subject of the paper.

D. Keep *all* evaluations and correspondence for each author/paper

- This is (1) to establish a history of the submission and (2) for further documentation in the unlikely event of an author appeal of the editor's rejection of the final paper.

In the case of an unsure assessment, the editors are encouraged to contact the editor-in-chief for further discussion.

IX. The Role of and Procedures for the Editors

The *ARJ* editors are the load-bearing elements in the *ARJ* peer-review process. Suitably qualified editors will be appointed according to their fields of expertise matching the topics of submitted papers. The importance of the *ARJ* editor's role cannot be overstated. Except in the rare case of an author appealing the *ARJ* editorial decision, the *ARJ* editors will hold full authority of a paper's acceptance into the *ARJ*. Even in the unlikely event of appeal, the *overwhelming* burden of proof will rest upon the shoulders of the author. The *ARJ* editors must perform the following responsibilities:

- A. Collect for each paper no less than three (3) reviewers for the review process
- B. Based upon the paper's reviews, help the author in bringing the paper to acceptance
- C. Provide the final acceptance or rejection of the author's paper
- D. In the event of an author appeal, provide the editor-in-chief with all editor/author/reviewer correspondence concerning the rejected paper

A more detailed look at these four responsibilities is given below:

- A. Upon receiving the paper and relevant correspondence from the editor-in-chief
 1. Gather at least three (3) reviewers (possibly including the editor), competent in the area of each paper. Competent creationists are to be sought. Though not required, each editor may get criticism from non-creationist on each paper regardless of whether sufficient qualified creationists were available for review, but caution and discernment should be exercised.
 2. Send the first draft of the author's paper to the appropriate reviewers, indicating to them that their reviews ought to be received in a timely manner.
 3. Keep the paper's author anonymous to the reviewers.
 4. Keep the reviewers anonymous to the paper's author.
- B. Upon the reception of the reviewers' evaluations
 1. Based upon the evaluations from the reviewers, the editor will work with the author to improve their paper, providing specific critiques and areas of improvements.
 2. If necessary, the editor will set up intermediate deadlines with the author to receive future drafts of the paper. These deadlines must be reasonable to ensure that a final deadline can be met for publication in the *ARJ*.
- C. Upon the reception of the author's final draft
 1. The editor will notify the author of acceptance/rejection of the paper.
 2. The editor will notify the editor-in-chief of the paper's final status.
 3. This must be done in a timely fashion so that the editor can send the final draft to the editor-in-chief by the agreed deadline.
 4. The editor will maintain complete files on each paper for at least two years.
 5. The editor will provide the editor-in-chief the names of the reviewers used for each paper. This information is to be confidential.
- D. Upon an author's appeal of the editor's rejection of a paper
 1. The editor will submit all correspondence related to the paper to the editor-in-chief.
 2. To ensure meeting publishing deadlines, the correspondence described above (D1) above must follow immediately upon the reception of the author's appeal letter. Because of the implicit confidence in the expertise of the *ARJ* editors, a rather "bureaucratic" procedure has been put into place to assess and to properly protect the editor-in-chief's decision.

X. Author Appeal Procedure

In the event that an author feels that the paper has been treated prejudicially or unfairly by the editor and/or reviewers, that author may contest an editorial decision. Because of the confidence implicit by Answers in Genesis in the expertise and deduction of the *ARJ* editor-in-chief, editors, and their reviewers, the burden in each such case is *overwhelmingly* on the author to prove that the paper has been treated prejudicially or unfairly. The following is a detailed description of the Appeal Review Process.

- A. If the author wishes to pursue the matter, the author must inform their editor and the editor-in-chief in writing outlining the specifics of their objections to the decision against the paper. This must be done as soon as possible to avoid incorrect publication of papers.
- B. Immediately upon the reception of the author's letter of appeal, the editor is to submit a copy of all correspondence related to the paper, including reviewers' evaluations and the editor's assessment of the appeal, to the editor-in-chief.

- C. Immediately upon the reception of the editor's package (#B above), the editor-in-chief will assess the matter, consulting with the editor and author if possible.
- D. The editor-in-chief has the authority to reject the editor's decision but will normally give the benefit of any doubt in favor of the editor.
- E. In the event that the editor-in-chief is unable to concur with the editor, or if the editor-in-chief has been responsible for overseeing the reviews of the paper and its rejection, he is to select two other editors, at least one being from the same scientific specialty as the paper. Together with the editor-in-chief they will form an Appeal Committee to evaluate the matter. The editor-in-chief will chair and vote on this Appeal Committee, except if he has been responsible for overseeing the review of the paper and its rejection.
- F. This Appeal Committee will then cast their votes to either uphold or overturn the editor's or editor-in-chief's decision.
- G. This Appeal Committee's decision will be absolutely final.
- H. Upon the final decision, the editor-in-chief is to inform both the author and editor of the final decision.

It is hoped that this somewhat "bureaucratic" process will maintain the integrity and quality of the *ARJ*. Note that "quality and speed" are crucial in this process so as to avoid any protracted ill-will towards AiG and *ARJ*.

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