

Instructions for Authors



Thank you for considering publication in the *Journal of the ISRP (JISRP)*, the official Journal of the International Society for Respiratory Protection. *JISRP* publishes theoretical and applied research in the field of respiratory protection to help advance the field and disseminate knowledge. The *JISRP* publishes technical papers on original work, new analyses of existing data sets, and reviews of published literature in focused topics. In addition, the *JISRP* publishes solicited and unsolicited articles on topics that may be of special interest to our readership, including, but not limited to, fit testing, respirator design and performance, standards and requirements, and program administration, implementation, and training. Papers will be considered for publication provided they are within the scope of the journal and have not been published elsewhere*, in whole, or in part. (unless the expressed written permission of the original publisher is provided). Papers accepted for publication become the copyright of the *JISRP*. All articles accepted for publication in the *JISRP* will be open access.

*Presentation of related content at a conference is not considered previous publication, even if an abstract was published in conjunction with the presentation. Full manuscripts are far more comprehensive than a conference presentation; however, the manuscript abstract must be distinct from the conference abstract. Indeed, the ISRP encourages ISRP conference presenters to consider adapting their presentation into a manuscript for publication in the *JISRP*.

Society's

Open Access Procedures

As of Issue no. 2 of Volume 41 (2024), all articles published by the *JISRP* are open access, with immediate online publication of accepted, finalized papers. Publishing open access ensures your manuscript is freely available to all readers, regardless of membership in the ISRP. Additionally, open access manuscripts published in *JISRP* have approximately 20x more downloads, reads and citations than those published traditionally. The open access fee for publishing in the *JISRP* is multi-tiered: \$1500 for ISRP non-members, \$1000 for ISRP members⁺, and \$500 for ISRP student members* (all values in USD, per manuscript). Accepted manuscripts will subsequently be consolidated into issues with the full issue published twice per year. All published manuscripts are indexed by EBSCO's full-text databases. Previously published issues are also accessible to ISRP members/subscribers through our [Journal webpage](#).

⁺ The first author and corresponding author must be ISRP members to qualify for member open access rate.

* The first author and corresponding author must be ISRP members **AND** the lead author (first author) must be a student member **OR** the lead author (first author) was a student at the time of authorship **AND** currently an ISRP member. Proof of student status may be required to qualify for the student rate.

Manuscript Submission

All manuscripts must be submitted in English. They must be typed (double spaced) with one-inch (24 mm) margins. Figures and tables should be inserted in the manuscript at approximately the desired location with figure/ table legends clearly labeled. Manuscripts should be submitted for consideration using the online submission system that is linked on our website (<https://www.isrp.com/the-isrp-journal/journal-faq>). You can track the status and make inquiries regarding your submission using the online submission system. Notification of updates to the status of your manuscript will be sent to the corresponding author using the provided contact information. Please direct all inquiries regarding manuscript suitability or decisions to the editor at JISRPeditor@ISRP.com. The manuscript submission system will walk you through the registration and submission process. All manuscripts must be submitted with a cover letter.

The cover letter should include the following, a template is available for your convenience:

1. Provide the full title of the manuscript as you wish it to be displayed in the final published version. Limit 25 words
2. Provide a short abbreviated title that may be useful for communication purposes. Target 3-7 words.
3. Provide Key Words, at least 4, no more than 10.
4. List of all authors and affiliation/ organization for each author. Clearly identify the corresponding

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author and provide a preferred contact email for the corresponding author. The corresponding author is usually the senior-most author and is the person with whom JISRP about the manuscript submission. Also, the corresponding author email will be included with the published manuscript, therefore may receive communication from readers interested to know more about your manuscript after publication.

5. Summarize the content of the manuscript and highlight key findings as well as the significance of this work. This is not an abstract, suggested ~100 words. Include pertinent notes about the type of manuscript being submitted (i.e. short report, review article, original work, field study, case study, etc)
6. Provide three suggested peer reviewers and contact information or affiliation information so that the Editor can potentially contact these persons to conduct a peer review.
7. State that the material is original and has not been submitted, accepted, nor published elsewhere. The JISRP does not consider presentation of an abstract at a conference as previous publication. Furthermore, we encourages presentations from the ISRP Conference to convert their presentations in to manuscripts that can be shared with the JISRP readership.
8. Include a statement signed by all authors declaring that they have contributed substantially to the research, preparation/revision/production of the manuscript, and approve of its submission to the JISRP. Digital signatures are acceptable.

Manuscript Body

Your manuscript should include a title page with full author details and keywords as described below. Figures, tables and images should be included in the body of the text at approximately the desired location. Manuscripts should be between 2500 – 4000 words (some variance is allowed for short reports and substantial manuscripts such as review articles). Use a clear, concise writing style. Shorter manuscripts are encouraged. Longer manuscripts that cannot be shortened may be divided into multiple parts at the editor's discretion. Abstracts should be between 250 and 300 words. Tables, graphs and figures should be limited to 7 total. Textual citation follows the bibliographic style. Place each citation at the end of a sentence, by author and year, enclosed in parentheses [e.g., "Our measurement agreed with previous results (Schiller, 2021).]" If the author's name is used as part of a sentence, place the year in parentheses [e.g., "This effect was discussed by Schiller *et al.* (2021), who analyzed the effect..."].

Manuscripts should be organized and presented as follows:

- (a) *Title Page.* A descriptive title followed by author names, clear identification of the corresponding author and email address for corresponding author, name of all sponsoring institutions where work was performed. Additional contact information can be included such as physical address and telephone number but is not required. List all authors in the desired order. List author names as First (given) name, Last (family) name. Denote affiliations by using superscripts and provide full affiliation information. Keywords - List 4 - 10 keywords in a series, in descending order of importance, and separated by commas.

Example of Author list format:

Eva Lungu*, Mariam Familusi*, Author White^λ, Enejo Olowaki^α, Changjie Woo*

* University of Longstreath, Department of Environmental Medicine, Port Sheffield, UK

^λ Private company XYZ, Punxsutawney, PA, USA

^α University of Ibadan, College of Medicine, Public Health, Department of Environmental Health Sciences, Ibadan, Nigeria

- (b) *Abstract.* Between 250 and 300 words, summarizing the results and conclusions. No acronyms, references, tabular or graphic data may be included in the abstract. It should include all of the following elements as a structured abstract:

Introduction – Provide the background necessary to understand the reason for the work.

Objective - State the goal or intent of the work.

Methods – Describe the essential methods used

Results – Share the most important / significant findings

Conclusion – Summarize conclusions or select the single most significant conclusion to share

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- (c) *Introduction*: Provide the necessary context and background to understand the importance of the work and address the reason(s) for doing the work. End the introduction with the objective of the work.
- (d) *Methods*: Describe how the work was performed, include sufficient information to permit repetition of the work by a skilled person in the field.
- (d) *Results*: Present data concisely – redundant information in different formats (i.e. tables and graphs) is not acceptable. The Results section may also incorporate discussion of results if this is a more natural fit for your data and presentation style.
- (e) *Discussion*: Deliberation of meaning of the results and significance to the field (this section may be combined into the Results section). Discussions should also include limitations of the work.
- (f) *Conclusions*: Brief summary of the significance of the work and the conclusions that can be made from the presented work – results should not be included in the Conclusions.
- (g) *Acknowledgments*: Appropriately recognize persons, programs, and financial support.
- (h) *References*: Place a list of references at the end of the text. List citations alphabetically in the following form: *Journal Articles* ~ surname, initials, (year), title, edition (publisher, city), page number(s); *Technical Reports* ~ surname, initials, (year), title, institution, city, state (or country), publication number.

The following citations are examples of proper form:

A scientific periodical:

Coffey CC, Campbell DL, Myers WR and Zhuang Z. (1998) Comparison of Six Respirator Fit Test Methods with an Actual Measurement of Exposure: Part II–Method Comparison Testing. *Am. Ind. Hyg. Assoc. J.* 59:862-870.

A Standards Organization Document:

American National Standards Institute. (2015) *American National Standard Practices for Respiratory Protection*. American National Standards Institute, Inc., New York, NY. ANSI Z88.2.

A Book:

Brown WB and Hollander M. (2019) *Statistics--A biomedical introduction*. New York: John Wiley & Sons, 25-27.

A Book Chapter from an Edited Book:

Price, Phillip N. (2005) Ch 8: Modeling deposition of inhaled particles. In: *Aerosols Handbook: Measurement, Dosimetry, and Health Effects*. pp 113-156. Ruzer LS, Harley NH, eds CRC Press.

A Governmental Organization Document:

National Institute for Occupational Safety and Health. (2019) *A Guide to Atmosphere Supplying Respirators*. DHHS/National Institute for Occupational Safety and Health, Pittsburgh, PA. No. 2019-174.

Government Regulation or Policy

Code of Federal Regulations. (1998) *Respiratory protection: Subpart I – personal protective equipment*. U.S. Government Printing Office, Office of the Federal Register, Washington, DC. Title 29, CFR, Part 1910.134 Subpart I.

Webpage

Centers for Disease Control and Prevention. Masks and Respiratory Viruses Prevention. Accessed May 10, 2024. <https://www.cdc.gov/respiratory-viruses/prevention/masks.html>

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Manuscript Production and Format Requirements

Manuscripts submitted to the *JISRP* must follow these guidelines in order to start the review process: assemble the material as follows: Cover letter, title page with author(s), affiliation(s) and key words, abstract, manuscript body, acknowledgments (if any), and lastly references. Tables and figures should be incorporated in the body of the manuscript at the Author's preferred location along with captions. Please use SI units, symbols, and abbreviations as proposed in ISO/IEC 80000-1. English units may be included parenthetically.

All mathematical expressions should be typed. Please distinguish between the lowercase letter, *ell* or **l**, and the number, *one* or **1**; and the upper case letter, *oh* or **O**, and the number, *zero* or **0**. Clearly identify the meaning of all symbols and letters used in your equation.

Peer Review

The author should provide the names and contact information (email addresses and affiliation information) of three potential referees in order to facilitate a timely peer review process. Co-authors or collaborators within the past three years are ineligible for peer review as well as individuals who have provided advice or critiques of the submitted manuscript. The editor will consider your suggested Peer Reviewers when assigning referees.

Referees will be provided a de-identified pdf version of your manuscript through the manuscript submission platform. Referees will provide a summary sheet to the Editor assessing the quality of the manuscript, their recommendation for further treatment of the submission, and detailed comments for the authors. Authors will be expected to respond to all Referee comments in a separate word document detailing their response to reviewer comments and any edits that resulted. Authors will submit a tracked changes version of their manuscript if any revisions are requested by the referees.

Accepted manuscript will be "cleaned up" during the publishing process and may undergo minor copy-editing by the Publisher to improve document clarity and technical accuracy. All edits at this stage will be provided to the Authors for proof review before finalization of the accepted manuscript. The accepted manuscript will be published online at the JISRP webpage within the ISRP website and indexed with EBSCO.

Letters to the Editor

The "Letters" section is an open forum for readers to share information, comment and question material published in the *JISRP*. Letters are not peer reviewed except to exclude obvious errors and to ensure good taste. The Editor reserves the right to edit for length. Anonymous letters will not be published.

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