



Target Group: All Commerce Academic Staff

Objective

The objective of the Faculty's Graphic/Design Support is to provide academic staff with assistance in producing professional quality charts and figures for their refereed journal or authored research book submissions. It is not intended for content or support of administrative duties such as formatting, tables or paper layout as such.

Eligibility Criteria

To be eligible for this support staff must be returning final copy for publication or submitting or revising and resubmitting to an approved refereed journal or be authoring an approved research book. Figures for inclusion in book chapters, conference articles /powerpoint displays or reports will also be considered for support, time permitting.

Application Process

Applications can be made at any time to Mr Robert Hood in the Faculty Research Division (FRD).



GUIDELINES

1. Priority will be given to support for the digital creation of graphics intended for articles being submitted to refereed journal articles and approved authored research books.
2. Graphics for articles in the 'accepted' or 'resubmit' stage are also eligible for support.
3. In order to receive support candidates must provide a clear conceptual idea of the required graphics – either hand-drawn or in Word – with all text to be included clearly indicated.
4. Candidates should obtain clear instructions as to required formats (size, file type, etc.) from the journals or publishers to whom they are submitting.
4. Submissions (including all relevant information) should be made to Robert Hood in the Faculty Research Division.

