## Special Issue Questionnaire

This form is used for proposing Special Issues (SI) at Cogent Environmental Science. SI published at [*Cogen*](https://www.journals.elsevier.com/journal-of-hazardous-materials)*t Environmental Science* aim to publish important research trends/themes in the fields of Environment and Health.

**Note:**

1. The selection of papers for the SI should be conducted solely on a merit basis.

2. You need to suggest 3-4 Guest Editors (GE) from different institutes and preferably from different countries and/or continents. GEs need to have expertise within the topics of the SI.

3. To minimize any conflict of interest, GEs should not to submit multiple manuscripts to the SI they handle.

4. All submissions will undergo the same rigorous external peer review as regular stand-alone research papers.

5. The SI will be overseen by the SI Editor designated by the journal. All manuscripts with acceptance decisions by the GEs will be returned to the managing GE for final approval.

**Basics**

(1) Please provide information of all the Guest Editors in the below table (Please highlight the Managing Guest Editor using the bold font)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Title | Given name | Surname | Organization | Email | Tel | Postal address | Previous editorial experience |
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|  |  |  |  |  |  |  |  |

(2) The tentative title of the SI

(3) Please select which header you would like displayed on the top of your Call for Papers page.\*

|  |  |
| --- | --- |
| Add your Insight |  |
| Join the Conversation |  |
| Make an Impact in Your Field |  |
| Share your Research |  |

(4) Description of the SI (max 2000 characters, ideally 1000).

(5) The number of expected papers to be published in this SI.

(6) Specification on the sources of submissions for the SI (*e.g.* conference, open call, or both).

Tentative list of manuscripts (if already available)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Title** | **Authors** | **Corresponding author’s email** | **Recommended Guest Editor** | **COI\*** |
|  |  |  |  |  | **Y/N** |

\*Please mark any conflict of interest between authors and Guest Editor

(7) Conference information (if relevant; otherwise please fill in “none”)

(8) Please provide up to 5 keywords/phrases for this SI Call for Papers.

(9) Provide a brief summary of this SI Call for Papers (This summary will be used in part or in full to aid in the promotion of this Call for Papers.)

**Timelines**

(1) Please set the timeline for the SI

|  |  |
| --- | --- |
| First submission date |  |
| The date by which all papers should be submitted to the Guest Editors for review and the submission site will be closed |  |
| The date by which manuscripts should be fully reviewed and final decisions made |  |
| The date the Special Issue is expected to be closed |  |

(2) Disclosure of potential financial conflict of interests

Are there any financial arrangements between you [or, if relevant: between the conference organizers] and the authors (e.g., upon acceptance of their paper) or are there any potential conflicts of interest that we need to know about? If so, please specify.

**Editorial and Peer Reviewing Process**

Upon submission, SI manuscripts are distributed by the SI Editor to the GE(s), who will handle the peer-reviewing process per journal standard, which is essential to ensure that only quality papers are published.

**Final Acceptance**

Each manuscript, accompanied by all the required materials, will be evaluated by the SI Editor, who makes the acceptance decisions of the manuscripts in consultation with the Guest Editor(s).

**Checklist for SI**

When finalizing, please ensure that the following information is available:

* Special issue title
* Guest Editor(s) names, and order to appear on cover of the special issue.
* Logo or sponsorship information (if applicable).
* Name, date and place of conference where papers were presented (if the special issue is derived from a conference).
* Guest editorial to the special issue.

**Contact information**

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