**Submission Checklist**

Ensure that the following items are present within submitted manuscripts:

[ ]  One author (the student) has been designated as the corresponding author by providing contact details (E-mail address).

[ ]  Your submission is accessible to a reader outside of your discipline: use of area-specific vocabulary is minimised, complex topics are clearly explained, and jargon is absent. **All content** published must be accessible to non-expert audiences, content must be presented in a logical way, and the argumentative flow of submissions must be clear and respectful to readers, subjects, and reviewers/editors. More information on this can be found in the **Editorial Policy**.

[ ]  Your submission fits the basic structural requirements for the journal (i.e., word/page count; font, text, and language guidelines; structuring requirements). For more information, please see the **Editorial Policy, Peer Review Guidelines, and The Boolean style sheet**.

[ ]  All page count limits must be adhered to. No submission should be longer than 7 pages and no shorter than 2 pages in its entirety (inclusive of the cover/title page, the main body, all Figures, and all references/suggested readings), approximating to ~1000 – ~2500 words. If references are included in a Further Reading section, there should be no more than 10 key sources.

[ ]  A Cover/Title Page has been included with all the necessary information (E.g., Keywords; Contact Information (email) for **one** corresponding author; Submission Title; Abstract; Declaration of Interest).

[ ]  All Figures/Tables/Pictures referenced to are included with relevant captions, titles, and/or descriptions. All Figures/Tables/Pictures should also be appropriately sized for the content they convey and easy-to-read in nature. Figures and tables should contribute significantly to the article content on top of the main text and should not exceed 1 page in length or width.

[ ]  It is clearly indicated in the title if colour should be used in any part of your manuscript should printed editions of the journal be released. For example: *Figure 1: X, Y, and Z* [COLOUR PLEASE]. This will be removed in published versions but kept on record.

Further considerations:

[ ]  All references mentioned in the Reference List/Further Reading section are cited. Importantly, in-text citations and referencing are not mandatory, but are encouraged to be concise if present. A Further Reading section, which draws on fundamental sources (no more than 10) may be included instead.

[ ]  Permission has been obtained for the use of copyrighted material from other sources (including the Internet).

[ ]  A declaration of interest's statement is provided on the cover page, even if the authors have no competing interests to declare.

[ ]  Journal policies detailed in this guide have been reviewed.

[ ]  Authors have acquired permission from supervisors to publish this manuscript in *The Boolean* and you have submitted the mandatory signed Author-Supervisor Form alongside your submission.

Submission files checklist:

[ ]  Main manuscript including: Title page, Main Text [Body, Figures, Tables, Pictures], and References/Suggested Reading.

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