

POLICY OF THE ROYAL SOCIETY OF CANADA ON ACCOLADES AND PUBLICATIONS

- **General**
 1. The Royal Society of Canada strongly encourages its Fellows to submit news of their achievements to the Secretariat of the Society.
 2. The collection and dissemination of accolades and publications is one manner in which the Society promotes the accomplishments of Fellows, and promotes a culture of intellectual achievement in Canada.
 3. The Honorary Editor of the Society, in collaboration with the three Academy Editors, is responsible for the administration of Accolades and Publications initiative.

- **Definitions**
 1. Achievements are either accolades or publications. An accolade is an honor or a form of recognition bestowed upon a Fellow of the Society. A publication is an article in a peer-reviewed journal, a chapter of a book, or a book. Other forms of accolades and publications may also be accepted at the discretion of the Academy Editors and the Honorary Editor of the Society.

- **Submission**
 1. Submissions are to be made via email to the Department of Communications at the Secretariat -- communications@rsc-src.ca -- which is responsible for forwarding these to the Academy Editors for initial vetting.
 2. Submissions are to be made in Word format.
 3. Submissions cannot be made on behalf of others. Fellows must submit accolades and publications of their own, unless the achievement being noted is a book that was co-authored, for example, or a prize that was jointly awarded.
 4. The maximum length of each submission shall be 100 words. Submissions longer than 100 words will be edited.
 5. Submissions must conform to the RSC Style Guide, which is available on the RSC website. Those submissions not in accordance with the Style Guide will be returned to the Fellow with a copy of the style guide.

- **Editing**
 1. The Honorary Editor of the Society reserves the authority to determine whether or not submissions are in accordance with the RSC Style Guide. The Honorary Editor works with the Academy Editors, who determine Academy-specific eligibility and appropriateness of submissions.
 2. Where substantive revisions are involved, the Honorary Editor will liaise directly with the Fellow in question.
 3. Where possible, the accolade or publication ought to be submitted in both English and French. Otherwise, the notice of an accolade or publication will appear in the language of its submission.

- Frequency
 1. Every Fellow of the Society is invited to submit either an (1) accolade or a (1) publication once between January 1 and June 30, and once between July 1 and December 31. Accolades and Publications can, however, be submitted at any time during this 6-month period.

- Publication
 1. The Society publishes the accolades and publications of its Fellows as a service to its Fellows, and as a tool to promote awareness of the achievements of colleagues.
 2. The Society publishes the achievements of its Fellows on its website, and updates this information regularly. The achievements are also catalogued and archived in the Society's database.
 3. The Secretariat of the Society communicates updates to the accolades and publications portion of the website to Fellows through a link to the bi-monthly E-News bulletins.
 4. Accolades and Publications will appear in French, or in English, or bilingually if submitted in both languages.
 5. Once a submission in accordance with the RSC Style Guide has been accepted, it will appear on the Society's website within four weeks.
 6. Accolades and publications will remain active on the Society website for a six-month period after the 1st of July or the 1st of January immediately following their posting.

