

### How to submit your article online

1. Go to: <http://mc.manuscriptcentral.com/hr>

Full instructions for uploading the manuscript are provided on the website, but please do not hesitate to contact the [Editorial Office](#) if you have any queries or problems with the submission process.

If this is the first time you have used the online system, you will need to create an account. Please click "Create Account" and follow the instructions, ensuring to enter your name and email address details correctly. When you have finished, you will be sent an email containing your User ID and password. You can change your password to something more memorable by selecting "Edit Account" at the top right-hand side of the screen.

If you have previously created an account but have forgotten your log in details, type your email address in the "Password Help" field to receive an email reminder.

2. Log-in and select "Author Centre".
3. Click on the "Click here to submit a new manuscript" link.

Follow the instructions on each page to complete fields. Click on the "Save and Continue" button on each screen to save your work and advance to the next screen. Click on "Save and Go Back" to return to the previous screen.

4. Complete funding details in line with the guidance below then click on 'Save and Continue'.

To comply with the guidance for Research Funders, Authors and Publishers issued by the Research Information Network (RIN), Human Relations additionally requires all Authors to acknowledge their funding in a consistent fashion.

Please select 'yes' or 'no' to the question: Is this article based on research that was funded entirely or partially by an outside source?

For all research articles, enter a funding acknowledgement in the form of a sentence as follows, with the funding agency written out in full, followed by the grant number in square brackets:

'This work was supported by the Medical Research Council [grant number xxx].'

Multiple grant numbers should be separated by comma and space. Where the research was supported by more than one agency, the different agencies should be separated by semi-colon, with "and" before the final funder. Thus:

'This work was supported by the Wellcome Trust [grant numbers xxxx, yyyy]; the Natural Environment Research Council [grant number zzzz]; and the Economic and Social Research Council [grant number aaaa].'

In some cases, research is not funded by a specific project grant, but rather from the block grant and other resources available to a university, college or other research institution. Where no specific funding has been provided for the research we ask that corresponding authors use the following sentence:

'This research received no specific grant from any funding agency in the public, commercial, or not-for-profit sectors.'

5. To upload your files, click on the "Browse" button and locate the file on your computer. Select the designation of each file (i.e. main document, figures, supplemental files, tables) in the drop down list next to the browse button. When you have selected all the files you wish to upload, click on the "Upload Files" button.

6. Click on the appropriate response for the statements about the originality of the submitted work, prior use of the dataset, and citations.

7. Review your submission in both PDF and HTML formats.

8. Click on the "Submit" button.

You may suspend a submission at any point before clicking on the "Submit" button and save it to submit later. After submission, you will receive a confirmation e-mail. **If you do not receive a confirmation email, then please [get in touch](#).**

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We will inform you by e-mail once a decision has been made.

Please do not hesitate to contact the [Editorial Office](#) if you have any queries or problems with the submission process - we'd be only too pleased to help!

**Remember: Do NOT put your name on your manuscript!**