

Complex Systems Toolkit: Guidance for submitting a guidance article

Research:

Guidance articles are resources that users can access to learn how to do something. These are intended to provide practical advice on subjects such as how to explain complex systems to students, or how to assess for skills and competencies in complex systems. While knowledge articles focus on “what”, guidance articles should focus on “how.”

Before you begin, you should review guidance articles that form a part of the EPC’s [Sustainability Toolkit](#), since we hope that contributions to the Complex Systems Toolkit will be fairly consistent in length, style, and tone.

Guidance articles aim to help situate our teaching resources in an educational context and to signpost to additional research and resources on complex systems theory and tools.

They should be approximately 500-1000 words (although they can be more in depth if necessary) and reference relevant online open-source resources.

Overview:

The articles are meant to be able to stand on their own as a piece of guidance on a topic; they are also meant to work alongside other articles so that taken together they form a sort of complex systems in engineering handbook.

Purpose:

Each article should inform, explain, and provide knowledge on the topics. Put yourself in the perspective of an engineering educator who is new to complex systems.

Content:

The content of the article should be organised and well developed. That is, it should be presented in a logical way and thoroughly explained.

References and resources:

Where additional explanation could be given, it might point to other resources, and where information is presented from another source, it needs to be properly referenced using [Harvard referencing](#).

Format

Guidance articles should follow this format:

- Premise;
- Body of article, divided up into headed sections as necessary;
- Conclusion (optional);
- References: use [Harvard referencing](#);
- Resources (online and open source).

Step 2: Before you submit, review this checklist

- Does the article both make sense as a single piece of content as well as fit in with the rest of the articles to be developed?
- Would someone new to complex systems understand the information presented and would it help them?
- Is the explanation clear, logically structured and technically accurate?
- Do you need to expand on any ideas or reorganise them to make them clearer?

- Are sources cited using [Harvard referencing](#)?
- Are open resources or links to other toolkit materials included?
- What additional resources or references have you included?
- Before you submit your contribution, have you registered as a contributor? If not, please [register your interest here](#).

Step 3: Submitting your guidance article

The deadline for submitting a guidance article is 15th August 2025.

Guidance articles should be submitted in Word file format (.doc or .docx). Any corresponding images should be submitted in either .jpeg, .jpg or .png format.

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[Submit your guidance article here](#).