

Complex Systems Toolkit: Guidance for submitting a knowledge article

Research:

Knowledge articles are resources that users can access to improve their knowledge or find more information. These are intended to provide theoretical and practical background on complex systems concepts and tools such as modelling or decision-making approaches. While guidance articles focus on “how”, knowledge articles focus on “what”.

Before you begin, you should review knowledge 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.

Knowledge articles are meant to be overviews that a reader with no prior knowledge of complex systems could refer to in order to develop a baseline understanding and learn where to look for additional information (they can reference other sources). They should be understandable to students as well: imagine that an educator might excerpt content from the article to provide their students context on a project or learning activity.

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 knowledge 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

Knowledge 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).

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?
- Do you need to expand on any ideas or reorganise them to make them clearer?

- What additional resources or references have you included?
- Are open resources or links to other toolkit materials included?
- Are sources cited using [Harvard referencing](#)?

Submitting your knowledge article

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

Knowledge 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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