

## HOW TO SUBMIT AN ARTICLE FOR CONSIDERATION

The editors welcome all authors who wish to submit their articles within the journal's profile. We require that we have first right to any manuscript that we consider and first publication of any manuscript we accept.

For initial review, articles must be submitted via email to [Ursula.Chowaniec \(at\) uta.fi](mailto:Ursula.Chowaniec@uta.fi)

Requirements:

- The maximum length for an article is 10,000 words. The minimum length is 6,000;
- All articles must be submitted for review in English. Quotations in languages other than English must be accompanied by English translations;
- Articles with numerous errors in grammar and punctuation will not be reviewed, irrespective of topic;
- Regarding notes and bibliography, any system of documentation is acceptable for initial review. If we ask for revisions and/or accept your article for publication, we will ask you to conform to the Chicago Manual of Style 14<sup>th</sup> edition (see articles in Issue 1). Resubmitted articles will not be accepted unless you do this;
- Please write the title of the article and your name, address, and telephone number on a separate page at the beginning of the essay. Include any other information about how we can contact you, such as your e-mail address. Be sure the article title also appears at the top of page one of your article;
- Photocopies of illustrations are sufficient for initial review. Make sure that you have obtained copyright permission for the illustrations you wish to include in your publication.

You are welcome to write to the editor about yourself, your background or the article itself.

## HOW WE REVIEW SUBMISSIONS:

We will acknowledge receipt of your article within a few days. All articles submitted will be read by the main editors who will make a preliminary estimation of the article's compliance with the journal's requirements mentioned above. If the article meets the preliminary

requirements it will be sent for a professional review. If we do not send your article out to reviewers or if the reviews are negative, this means that the editors will not publish your article and will get back with you with the clarification of our decision.

Articles to be considered for publication will be sent to the reviewers for comment and a decision will be made after the comments have been received. Your name will not be included on the manuscript during this process. We expect the whole review process to take about three months after the deadline for the submission (31st of March). If you send your article earlier, it may facilitate the process.

We may ask for revisions based on the reviewers' comments and for a resubmission. If we suggest resubmission, we will inform you about the final editorial decision as to whether your article will be published as soon as possible after you resubmit.

The reviewers will pay attention to:

- Relevance of the article theme to the leading topic of the particular issue.
- **Priority will be given to the articles that address the leading theme of the issue, but others will also be considered for publication in the next or later issues.**
- Clear and good English (on both grammatical and stylistic levels as well as punctuation). For this reason we strongly recommend that non-English native speakers have their articles checked by an English native speaker. Articles submitted in poor English will not be accepted.
- Structure of the article including introduction and consistent argumentation.
- Originality and creativity in the choice of theme and argumentation
- Unusual approach, discussion of topics rarely addressed in earlier scholarship.

### THE PUBLICATION PROCESS

If your manuscript is accepted for publication, we will do all the encoding necessary to publish your article on the web.

### PUBLICATION STATUS

Women's Writing Online is a peer-reviewed academic journal.