Submission Guidelines

Thank you for considering the *Journal of Canadian Studies* (JCS) as the right publishing venue for your article. Editors and reviewers invest many hours reading manuscripts, and therefore appreciate receiving manuscripts that are easy to read and edit. The information in these submissions guidelines is designed to accomplish that goal in ways that meet the JCS’s particular editorial needs.

**JCS Scope and Criteria**
The JCS Editorial Team welcomes the submission of essays that are both solidly researched and engagingly written in either English or French. The JCS represents innovative interdisciplinary scholarship that engages with key issues in Canadian Studies. The JCS seeks writing that is likely, in both subject and approach, to be of general as well as specialized scholarly interest. The JCS is published three times per year in January, May, and September and is available online through Project Muse.

Papers accepted for publication in the JCS must meet the highest standards of academic integrity. The quality of published papers is ensured by a rigorous peer review process. A manuscript should demonstrate evidence of original research, appropriate format and knowledge of the relevant scholarship. The JCS publishes only original work. We will not consider manuscripts that have been published previously, that are part of a thesis or dissertation, or are being considered for publication elsewhere. If you are a student, we request the inclusion of a note from your supervisor, either by hard copy or by e-mail, to confirm that he/she believes your manuscript is ready for the peer review process.

**Length**
We prefer to receive manuscripts of 7,500 to 12,000 words in length (double-spaced, 12-point serif font), excluding notes and bibliography.

**Style Guide**
The *Journal of Canadian Studies* adheres to the *Chicago Manual of Style*, 17th edition. Please familiarize yourself with the JCS before you send us work by buying a sample issue or browsing Project Muse online.

Double-spacing all portions of the manuscript—including the title page, abstract, text, references, individual tables, and legends—and generous margins make it possible for editors and reviewers to edit the text line by line and add comments and queries directly on the paper copy. Authors should number all of the pages of the manuscript consecutively, beginning with the title page, to facilitate the editorial process.
Manuscripts should be arranged in the following order (each numbered section should begin on a separate page):

(1) Title and abstract
The title page should include a descriptive title. Authors should include all information in the title that will make electronic retrieval of the article both sensitive and specific. The abstract should be approximately 150-200 words. Because abstracts are the only substantive portion of the article indexed in many electronic databases, and the only portion many readers read, authors need to be careful that they accurately reflect the content of the article.

(2) Text
All text should be typed in 12-point font and double-spaced. Pagination should begin on the first page following the abstract. The author’s name should be removed from the text as well as all references identifying the author. Any acknowledgements should only be included once an article has been accepted for publication. Make a good first impression with clean referencing, spelling, grammar and punctuation.

(3) References
The JCS uses endnotes rather than footnotes, which must be appended at the end of the article. Begin references on a separate page following the notes.

(4) Figures and Tables
Figures and tables should be in separate files. Within the text of the article, the approximate placing of the table or figure should be noted with the sentence, “Table [X] about here.”

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If approved for peer review, the manuscript is then submitted anonymously to at least three external reviewers from two different disciplines. Peer reviewers will have the following possible options for each manuscript: Accept, Accept with revisions, Revise and Resubmit, and Reject.

The evaluations are reviewed and discussed by the Editorial Team before the decision letter is sent. The referees’ reports, which also remain anonymous, are included with the editorial decision returned to the author(s). The modifications suggested by the reviewers are required to take place before a revised essay can be accepted.

It is unusual for a manuscript to satisfy all criteria when it is first submitted. The interactions among reviewers, the Editors, and the authors during the peer review process are of great benefit, and the resulting improvement to a manuscript often results in publication. In some cases manuscripts cannot be or are not improved so that they meet the criteria, and are therefore not published. Once an essay is accepted, the author will be asked to submit the final version of the article, following the editorial guidelines closely. It is important, at this stage, for the manuscript to conform to the Chicago Manual of Style, 16th edition. Authors will be required to sign a publication agreement at this stage.

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