

### Submission Deadlines

Electronic files must be received five months in advance of publication date

- Dec issue:                      deadline July 30
- July issue:                      deadline Jan 30

The decision to accept articles for publication is based on both manuscript quality and journal composition. Final decisions to publish will also depend on other content and disciplinary requirements. This may extend the review period. However, notification will be given within two months of the issue deadline.

### Author Guidelines

All contributions to *Junctures* should be forwarded to [junctures@tekotago.ac.nz](mailto:junctures@tekotago.ac.nz) as a MS Word file. If the submission is illustrated, low resolution images should be inserted in the document to indicate placement and separate image files should be sent as described below.

Manuscripts must not be previously published, nor should they be submitted for publication elsewhere while under review by *Junctures*. Editors reserve the right to make minor editorial changes to the articles submitted to the journal, including changes to grammar, punctuation and spelling, but no major alterations will be carried out without the author's approval.

### Style

*Junctures* seeks to maintain a high standard of quality as well as readability. Given the interdisciplinary nature of the journal, all work should be presented in a way that is open to readers from outside the particular field.

Essays should be written in clear English in a style accessible to the broadest possible audience. Essays should be no more than 6000 words. Citation is by endnote, and must follow the style described below. Incorrect referencing style results in production delay. The editors are grateful to authors for taking care with their references.

### Sample Endnotes

Kasper, L R. *The Italian Country Table: Home Cooking from Italy's Farmhouse Kitchens*. (New York: Scribner, 1999), 23.

Marshall, M. "Sirens, Stray Dogs, and the Narrative of Hilda Thomson," in *Narrative-based Medicine: Dialogue and Discourse in Clinical Practice*, eds Brian Hurwitz and Trisha Greenhalgh (London: BMJ Books, 1998), 103-109.

Heckathorn, D D. "Collective Sanction and Compliance Norms." *American Sociological Review* 55 (2007), 366-84.

Kurland, P B. and R Lerner, eds *The Founder's Constitution* (Chicago: University of Chicago Press, 2000) <http://press-pubs.uchicago.edu/founders> as last accessed on 3 June 2007.

It is essential for authors to check, correct, and bring manuscripts up to date before final submission, including verifying facts, names of people, places, and dates, direct quotations and entries in the endnote list.

**NB:** Authors should contact the editors if they have uncertainty about any aspect of the submission process and particularly if the submission contains elements not covered in the guidelines on this page.

### We use:

- English Spelling
- Double Quotation Marks
- Punctuation *inside* of Quotation Marks
- Endnote markers *outside* of quotation marks.

**Pages** should be numbered consecutively in the upper right-hand corner beginning with the title page, followed in order by the brief author(s) biography, the body of the text, references, and, if needed, figures, legends, and tables.

**Title Page** The title page should include in order (1) the title; (2) sub-title, if desired (3) authors' names as they wish them to appear with the first name/initial, middle name/initial, and last name of each author, in that order, followed by each author's highest academic degree(s); (4) institutional affiliation, city, state, and country; (5) name, address, business and home telephone numbers, fax number, and the e-mail address of the corresponding author.

### Images, Graphics and Illustrations

Photographs, illustrations or figures reproduced require accompanying written permissions from the copyright holder to the work. Credits detailing the authorship and source of the materials must be included in the caption.

Images for final publication purposes should be sent as separate tif, jpg or eps files, with resolution equivalent to at least 300 dpi. Maximum image print area is 140mm wide x 190mm deep. All image files should be labelled with the contributor's name and numbered in the order in which the images appear in the document eg. "smith1.tif". "smith2.tif" etc

### Poetry and Creative Writing

Poets should submit no more than three poems per issue, and must only submit work which is not under consideration elsewhere, nor previously published. Their submission should also include a short biography of the poet. We ask that poets who have published in *Junctures* wait at least one year after publication before submitting again.

Creative writing submissions should clearly state if the manuscript is fiction or non-fiction, and should not be under consideration elsewhere nor previously published. The submission should also include a short biography of the author.

### Artists' and Designers' Pages

Work should also not be under consideration elsewhere. A short biography of the artist(s) should also be submitted. A drawing of preferred layout in the final publication should accompany the submission.

### English as Second Language

Submissions are warmly welcomed from non-English speaking countries, but submitters are encouraged to contact the editors well in advance of submission date to discuss their submission so that language assistance can be provided if required.