



## NEW MALE STUDIES – AN INTERNATIONAL JOURNAL:

### SUBMISSION GUIDELINES

*NEW MALE STUDIES: AN INTERNATIONAL JOURNAL* publishes two issues a year, in June and December. Submissions are reviewed throughout the year. **NMS charges no article-review fee and no publication fee.**

#### **AUTHOR GUIDELINES FOR INITIAL SUBMISSIONS**

All submissions should be sent to Dennis Gouws, the Editor in Chief, at [dgouws@aimhs.com.au](mailto:dgouws@aimhs.com.au).

All submitted manuscripts should be Microsoft Word documents.

#### ***Manuscript preparation***

The journal publishes refereed (peer-reviewed) scholarly articles (approximately 6,500 to 8,500 words long), analysis-and-opinion pieces (approximately 3,000 to 6,500 words long), and brief reports, including book reviews (approximately 1,000 to 3,000 words).

All submissions must be written in clear English prose, expressed in concepts easily understood by a general reader. Jargon must be clearly defined.

All copy must be single spaced and use 12-point Times New Roman font.

Authors should prepare manuscripts according to the conventions of either the [APA](#) citation style or the [Harvard](#) citation style.

Instructions for formatting abstracts, text with designated headers (A-level through C-level), references, tables, and figures appear in the respective manuals for the APA and the Harvard citation styles.

When writing numbers, please add a zero before each decimal point where there is no preceding integer: for example, .93 becomes 0.93. Also add a space between the greater than or less than symbol and the following integer, including zero: for example, >.001 becomes > 0.001.

Use quotation marks (inverted commas) only when reporting direct speech or quoting from a text. Do not use quotation marks (inverted commas) for emphasis; use italics instead. For example, write *The main goal of the assignment is to please us.* --not *The “main” goal of the assignment is to please us.*

Use square brackets (also known simply as *brackets*) for editorial interventions on your part. Use round brackets (also known as *parentheses*) to separate nonessential information from the rest of a sentence. More information on bracket use may be found [here](#).

### ***Abstract and keywords***

All manuscripts must include a 120-word abstract. Below the abstract, please provide up to five [keywords](#) or brief phrases.

### ***References***

Items on the reference page (formatted in either [APA](#) or [Harvard](#) style) should be listed in last-name alphabetical order and should be single spaced. APA-formatted papers should use the hanging-indent paragraph feature of Microsoft Word. Each listed reference must have been cited in the text. References should be appended to the manuscript at the end of the document; do not only include references in the footnotes or endnotes.

### ***Figures, photographs and illustrations***

Graphic files are accepted in most formats including *bmp*, *emf*, *jpg*, *gif*, *tif*, *wmf* and *png* formats. High-quality printouts (minimum 300 dpi) are needed for all graphics. The minimum line weight for line art is 0.5 point for optimal printing. The Journal reserves the right to determine the final colour, size, format and position of all figures, photographs or illustrations in the published manuscripts.

### ***Refereed-article review procedure***

Submissions for publication in NMS as refereed articles are refereed by two readers who will decide whether to accept a submission as it is, to accept a submission with revision, or to

reject a submission. The editor in chief will make the final decision if the readers disagree. Helpful comments from these readers will be shared with the author (or authors) of reviewed articles.

## **ADDITIONAL REQUIREMENTS FOR ACCEPTED SUBMISSIONS**

### ***Header graphic***

A header graphic should be included to accompany the manuscript. This graphic should augment the theme or tone of the article and will be included above the title of the article on the title page in the published manuscript. The format of the graphic should be as described in the **Figures, photographs and illustrations** section. The editorial team will provide a graphic if none is included.

### ***Permissions***

Authors are required to obtain and provide to the editor, all necessary permissions to reproduce in print and electronic form any copyrighted work, including, for example, photographs of people and the header graphic. Authors will incur all costs for obtaining photographs, illustrations and permissions.

### ***Author biography***

A short (maximum 200 words) author biography should be included with the manuscript. If there is more than one author, then each author should submit a separate biography. Biographies should include academic or other titles as well as academic or other affiliations, together with a contact email address.

A colour head-and-shoulders photograph of the author should also be included to accompany the biography. The format of the photograph should be as described in the **Figures, photographs and illustrations** section.

## **PERMISSIONS PUBLICATION POLICY**

Our policy prohibits publication of unsolicited manuscripts that have already been published in whole or substantial part elsewhere. Authors of manuscripts describing research using human participants are required to comply with ethical standards in the treatment of human participants. Upon acceptance of a manuscript, authors will receive a copyright

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agreement; this agreement must be signed and returned to the editor in chief or the production manager.

### **SUBMISSION PREPARATION CHECKLIST**

As part of the submission process, authors are required to check off their submission's compliance with all of the following items. Submissions might be returned to authors who do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration.
2. The submission is in Microsoft Word document format.
3. The text is single spaced and uses Times New Roman 12-point font.
4. An abstract and keywords are included.
5. The text adheres to the stylistic and bibliographic requirements outlined in this document.
6. Figures, photographs or illustrations have been provided that comply with the guidelines described in this document.
7. The preferred position of illustrations, figures, and tables to be placed within the text are indicated in the text (e.g. [Insert Figure 1 about here]).
8. References are included in the correct format and at the end of the manuscript). Where available, URLs for the references have been provided.

### **PRIVACY STATEMENT**

The names and email addresses submitted to this journal will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

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