

## **MANUSCRIPT SUBMISSION GUIDELINES**

International Journal of Critical Diversity Studies contains original articles (research and theoretical), commentaries, and book reviews and is published bi-annually. All articles are anonymously peer reviewed by at least two referees.

1. IJCDS will only publish original articles between 6,000 and 10,000 words (this limit includes tables, references, captions and endnotes). Commentaries should be a maximum of 4,500 words. Book reviews should be no more than 2,000 words. Submissions must not have been published or be under consideration elsewhere.
2. Articles must be submitted in English consistently throughout in terms of style, and articles should reflect awareness of the impact of language on difference and avoid language that could be exclusionary or harmful.
3. Articles should be submitted electronically as a Word file to <https://mc04.manuscriptcentral.com/ijcnds>
4. IJCDS conforms to the American Psychological Association (APA) style in all respects concerning referencing. Examples of the APA referencing style can be found on the APA Style at <http://www.apastyle.org/>
5. The submission should be completed in full on the IJCDS ScholarOne site.
6. An abstract of 150–200 words should be in a single paragraph, followed by three to five key words.
7. Include a page header at the top of every page of no more than 50 characters including spacing and punctuation.
8. All text should be double-spaced in 12-point Times New Roman font. Paragraphs should be justified and text should be formatted as simply as possible, reserving italics for titles and foreign words. Quotations should be indicated by double quotation marks; quotations within quotations by single quotation marks.
9. All references should be included in parenthesis in the text following the author and date (APA referencing) format. The reference list of works cited should be at the end of the article. Endnotes should be avoided or kept to a minimum. Appendices may be included in exceptional cases.
10. Visual material, including maps, photographs, diagrams and art works integral to the argument of the article will be accepted for reproduction in the text. Colour images will be accepted in exceptional cases and where justified by the visual focus of the article. At publication stage, images must be submitted in sufficiently high definition and quality format for clear legibility. Responsibility for obtaining permission from the copyright holders for the reproduction of images lies with the author. All tables, diagrams and images should be labelled for identification and numbered for ease of reference.
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12. Quotations from other languages should be given in translation only where a linguistic dimension is critical to the argument. Quotations must be transcribed accurately. Abbreviations, omissions and

interpolations should be indicated by the use of square brackets. Longer quotations, of 40 words or above, should be indented apart in paragraph without quotation marks.

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