

# SUBMISSION GUIDELINES

We welcome the submission of academic articles in Spanish or English on any aspect related to Cuba, provided that they adhere to the aims and scope of the journal.

Articles should be original and not under consideration by any other publication. Authors are responsible for obtaining written permission to publish, in both print and electronic media, material for which they do not hold the copyright.

## *Aims and Scope*

The *International Journal of Cuban Studies (IJCS)* aims to provide a forum for objective investigation and informed debate on the nature of the Cuban experience: its historical context; its international image and relationships; its scientific, cultural and social achievements; and its future orientation. The *IJCS* is a peer-reviewed academic journal providing a publication opportunity for scholarly work on Cuba and related topics. It encourages submissions from the whole range of disciplines and from multi-disciplinary perspectives. The journal takes a broad view of the emerging and diverging positions held within Cuba and outside. Published worldwide, the journal encourages the exchange of experience and expertise between contributors and readers across continents and between countries.

## *Length*

Articles must be at least 3,500 words in length, up to a maximum of 10,000.

## *Language*

The *IJCS* publishes articles in both English and Spanish. However, where possible we ask that contributors write in English. Abstracts in both Spanish and English for all articles are welcome and will be used when provided.

## *Style*

The journal aims for rigour and relevance. We wish to encourage a wide readership and to facilitate connections between academic disciplines. We are therefore interested in innovative articles that are written in a clear, accessible style with objective arguments that are evidence-based. Without compromising on academic rigour, contributors are requested to limit the use of specialised terminology to the essential. For the submission, please **use the Harvard (also called "Author-Date") system of referencing and please employ footnotes for clarification and emendation only**. Footnotes should be numbered consecutively and kept to a minimum in number and length. Bibliographical references should be checked for accuracy. Articles should follow the *IJCS* Style Guide.

### *Format*

Contributions should be formatted as A4 Microsoft Word files (Mac files must be converted), double-spaced and with ample margins. All pages, including those containing only tables and figures, should be numbered consecutively. A clear legible font should be used.

### *Title document*

The following information should be provided in a separate document: the title of the article; an abstract of 150 words; a list of 5 or 6 keywords.

### *Biographical information*

In a separate document send the email address and day-time telephone number for the corresponding author, and a short biographical note for each author. At a minimum these biographical notes must contain the author's name and current affiliation as they should appear in the journal and details of her or his main appointment or position, and the institution or organization for which he or she works. It would be of interest to some readers to include a few of the author's most important publications and current research interests, or any website link relative to indicating such work by the author.

### *Tables and figures (charts, graphs, or other artwork)*

It is the responsibility of the author to obtain permission to reproduce any illustrations that may be subject to copyright, and sources should be indicated appropriately in the accompanying captions. The use of figures and tables should be kept to a minimum, with only essential data presented. Each should be numbered consecutively, titled, and mentioned in the main text. Tables must contain editable text. Figures and tables should be supplied as separate editable files (preferably in Jpeg, EPS, Illustrator or Excel format) and not in colour. They should be high resolution of 300 dpi.

### *Proofs*

The editors reserve the right to copyedit all articles accepted for publication. Proofs will be sent by email to the authors only if essential corrections need to be made.

### *Peer review*

All articles will be anonymously reviewed. We welcome suggestions for referees from the author though these recommendations may or may not be used.

### *Copyright*

The journal will be published online. Authors will be asked to transfer copyright of the article for the full period of copyright to Pluto journals. Authors will receive a Copyright Form for signature upon the acceptance of the article for publication.

### *Submission*

All contributions should be submitted as an email attachment (in Word for Windows) to Dr Stephen Wilkinson: cubastudies@gmail.com, or sent as a hard copy to:

Dr Stephen Wilkinson  
Cloudhill  
Chesham Road  
Wigginton  
Tring  
HP23 6EH  
United Kingdom

Please note that for articles submitted by post four complete copies of all documents would be needed.

### *Complimentary e-offprints*

Authors will receive an electronic offprint (pdf) of their article.

Books for review should be sent to Dr Stephen Wilkinson at the International Institute for the Study of Cuba and editorial correspondence can be addressed to: cubastudies@gmail.com

If you are interested in joining the IJCS team of book reviewers and peer-reviewers, please email Dr Wilkinson with your details.

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The journal adheres to the ethical standards endorsed by the Committee on Publication Ethics ( <https://publicationethics.org/>). In particular:

1. We expect all authors to state in their article if they have a conflict of interest which could potentially bias their opinions - for example funding or employment.
2. All named authors on the articles should confirm that they have jointly participated in the research and writing of the article, and that no author has been omitted from the list of authors.
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