

Journal of the Utah Academy of Sciences, Arts, and Letters Publication Policy

The *Journal of the Utah Academy of Sciences, Arts, and Letters* publishes works in all of the fields of study encompassed in the Academy's mission. Papers published in the *Journal of the Utah Academy of Sciences, Arts, and Letters* are drawn from papers presented by members in good standing at the Annual Conference of the Utah Academy.

To qualify for publication, the papers must be recommended through a refereeing system. Presenters are encouraged to publish their paper in the *Journal of the Utah Academy of Sciences, Arts, and Letters*. The Journal's criteria are that a submission is (1) fresh, meaningful scholarly insight on its subject; (2) readable and well written; and (3) of general interest for an academic readership beyond the author's field.

If you wish your paper to be considered for publication in The Journal, please submit a Microsoft Word document to the section editor of the appropriate section by June 1. Contact information for the section editors is available on the Utah Academy's website (www.utahacademy.org). The Journal is a refereed (peer-reviewed) journal. Editorial responses will be forthcoming after the resumption of school the following fall when referees have returned their comments to the division chairs. Authors will be given the opportunity to revise the manuscript in response to the reviewers' comments and resubmit a final version for consideration. Accepted articles will be included in the volume of the journal that is released at the Annual Conference the following year.

Papers should be between 10 and 20 double-spaced pages. Detailed instructions to authors are available at [http:// www.utahacademy.org/](http://www.utahacademy.org/)

Instructions to Authors

The Journal of the Utah Academy of Sciences, Arts, and Letters publishes works in all of the fields of study encompassed in the Academy's mission. The journal, therefore, does not use a specific style guide, but generally allows the use of the accepted style guide(s) for any particular field of study. Some standardization may be introduced for matters of space and style in the Journal.

Although multiple styles will be accepted, accepted articles will be edited for basic grammar as well as for readability. Authors will be provided with a set of proofs to review before publication.

Submission

To submit a paper to be considered for publication in the Journal, please send a Microsoft Word document to the section editor of the appropriate section by the indicated deadline. Contact information for the section editors is available on the Utah Academy's website (www.utahacademy.org). The paper should follow the arrangement described below.

Arrangement

Articles that are accepted for publication in the Journal of the Utah Academy of Sciences, Arts, and Letters should be between 10 and 20 double-spaced pages. Manuscripts should be prepared in Microsoft Word or a compatible program. Use a normal, plain font (e.g., 10-point Times Roman) for text.

Title Page: The title page should indicate the article title, full names of all authors (no degrees), institutional affiliations of all authors, and contact information (phone and email address) for the corresponding author.

Abstract: An unstructured abstract is required for all articles. The abstract should briefly (100–200 words) summarize the article, including the objective or thesis, and the conclusions of the research.

Text: The body of the article can be formatted as appropriate for the field of study. Papers should be subdivided by headings when appropriate. Up to 3 levels of headings may be used. Use italics for emphasis. Footnotes (but not endnotes) should be kept to a minimum, but can be used. Footnotes to the text are numbered consecutively. Use the equation editor for equations. Abbreviations should be defined at first mention and used consistently thereafter.

Please do not use the equation function for characters that can be represented with the keyboard or symbol function. Examples would be x^3 or β .

References: Authors are responsible for the accuracy and inclusion of all references. Reference formatting should follow the appropriate style for the field of study. “Et al.” may be used to abbreviate in any references with more than 3 authors.

Figures and tables: The journal has a 5½ x 8½-inch format; therefore, figures and tables must fit within a 4-inch width to allow for journal margins. Please arrange your tables so that they will fit this size.

Tables and illustrations (both numbered in Arabic numerals) should be included with the manuscript (embedded in the manuscript or sent as separate files). Tables require a title/heading and figures require a legend (which follows their appearance). Tables should be created using the Table functions in Microsoft Word. Graphs should be presented with a white background whenever appropriate.

For the reproduction of illustrations, only good drawings and original photographs can be accepted; negatives or photocopies cannot be used. All figures should be of high resolution and quality, preferably 300 dpi for photos and 1200 dpi for line drawings and graphs. Figures will be reproduced at a width of no larger than 4 inches. Please note that figures appearing in the text will be published in black and white. Figures that are submitted in color will be converted to black and white before printing. Please be sure that all important content will be visible without color. Color versions of figures may be submitted to be considered for the cover of the journal.

Submissions to be considered as cover figures

The journal cover features artwork associated with an article in the volume. Any figures submitted to the journal in color will be automatically considered for the cover figure. If an author has another figure to be considered for the cover of the journal, a high-resolution copy can be submitted along with the final accepted version of the manuscript. For example, photos of a study site, photos of piece of performance art, or images from a cited piece of literature would be considered as representing the work. These images must be free of copyright restrictions and have the permission of any depicted individuals. These submissions are welcome and will be considered along with any cited figures.