

## Submitting a Proposal for a Themed Section



### Social Policy and Society

A Journal of the Social Policy Association

- 1 Prospective Guest Editor(s) of a Themed Section should, in the first instance, contact the Managing Co-Editors, Hugh Bochel and Catherine Bochel, by e-mail to [spseditors@lincoln.ac.uk](mailto:spseditors@lincoln.ac.uk) to outline their idea.
- 2 Following an initial discussion, a proposal for a Themed Section should be submitted in Microsoft Word format by e-mail to [spseditors@lincoln.ac.uk](mailto:spseditors@lincoln.ac.uk). This should include:
  - a the envisaged title
  - b the names and institutional affiliations of the proposed Guest Editor(s)
  - c a brief outline of the rationale for the Themed Section
  - d a list of contents (listing all of the contributors, the titles of each article and an abstract for each)
- 3 Proposals are then reviewed by the Editorial Board. Guest Editors whose proposals are subsequently accepted, will be invited to publish a Themed Section in the journal.
- 4 Themed Sections should contain the following:
  - a An 'Introduction', usually written by the Guest Editor(s) providing a short introductory piece to the Themed Section
  - b a set of peer reviewed articles - usually no more than six articles in total
  - c a 'Review Article', which provides a selected review of the key literature
  - d a short 'Some Useful Sources' guide to key sources in the area
- 5 The total word limit for an entire Themed Section is no more than 40,000 words. This is to include all tables, endnotes and bibliographies.
- 6 Each individual article must be no more than 5000 words in length and must conform to the Instructions for Contributors.
- 7 Upon acceptance of their proposal Guest Editor(s) will receive further detailed guidance from the Managing Co-Editors about their responsibilities e.g. the required refereeing process, production deadlines etc.

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# Journal of Social Policy

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