# GUIDELINES FOR CONTRIBUTORS

The editors welcome the submission of articles, reports, commentaries, viewpoints, book reviews and poetry that fit the theme of the journal.

**Submission for publication:**
1. Contributions to our journals should be sent as an email attachment to: jumbunna.journals@uts.edu.au
2. Contributions should be accompanied by postal and phone contact details.
3. Academic referees, with expertise in the field, assess all contributions to determine suitability for publication. Contributors will be consulted regarding any alterations that may be suggested.
4. A complimentary copy of the issue containing the printed article will be forwarded to the author.
5. All enquiries regarding contributions should be directed to:

> The Journals Co-ordinator
> Jumbunna Indigenous House of Learning
> University of Technology, Sydney
> PO Box 123 BROADWAY NSW 2007
> Ph:  02 9415 1902
> Fax: 02 9514 1894
> Email: jumbunna.journals@uts.edu.au

**When preparing contributions, please note the following:**

1. Manuscripts should be submitted in Word for Windows 6.0 or 7.0.
2. Contributors are requested to submit an abstract of approximately 150 words as well as brief biographical details of the author(s).
3. Articles should be between 4,000 and 10,000 words in length; Book Reviews should be no more than 3,000 words. Under certain circumstances the editors will accept longer articles.
4. The accuracy of quotes, titles, names, dates and footnotes is the responsibility of the author.
5. We generally do not accept contributions that have been submitted to other publications.

**Style guide:**

1. **Citations** – refer to the Australian Guide to Legal Citation (Second Edition). See:  mulr.law.unimelb.edu.au/aglc.asp

2. **Font** – please provide articles in Times New (W1); headings should be in 15 point; text should be in 13 point; footnotes and quotes should be in 11 point. If different levels of headings are used, they should be consistently formatted: main heading - 15 point bold, upper case; first sub-heading – 13 point bold, title case; second sub-heading – 13 point italics, title case.
3. **Page Setup** – top, 2.54cm; bottom, 2.54 cm; left, 3.17 cm; right, 3.17 cm; gutter, 0 cm; header, 1.25 cm; footer, 1.25 cm.
4. **Formatting** – Contributions should be single spaced. Paragraphs should be right and left justified.