

Critical Social Policy Guidelines for Themed Issues

CSP normally publishes one themed issue per year/volume on a topic which contributes to the journal's overall remit. Calls for proposals from prospective editors external to the editorial collective, are made via an announcement on the website and in the published journal.

Themed issues can consist of 'Articles' which are normally 6000 to 8000 words long and, occasionally, 'Commentaries' which are 3000 - 4000 words. Prospective themed issue editors should take these limits into account when planning the shape and content of a proposed themed issue. A themed issue hard copy of the journal typically consists of 6 – 8 articles including an introduction, but a proposal may be less than this, in which case it is likely to be published as a themed 'section'.

Editors should note that even when approval for a proposed theme is given, individual articles will be refereed in the normal way and no guarantee can be given that any or all of the articles will eventually be published. Editors must indicate whether any of the articles have already been 'pre-published' elsewhere. CSP is prepared to consider pre-published articles but is likely to require substantial changes to versions which have already been publicly available.

Proposals should be submitted in a Word document by email to the Editorial Coordinator, David Taylor at articlescsp@gmail.com. It should include:

1. An indicative title and name(s) of proposed editor(s), but **not** the names of authors in order to maintain anonymity.
2. A short statement as to how the proposed themed issue relates to the aims and objectives of CSP.
3. Abstracts and word lengths for the proposed articles including for an editorial introduction if appropriate.
4. Information on the context in which the articles originate (e.g. seminar series, conference papers, etc.) and an indication of whether any have already been pre-published.

Proposals are reviewed by the whole Editorial Collective and decisions are normally made at summer (June/July) Board meetings or, occasionally, at other EC meetings following an additional call. The CSP convenor will communicate decisions to prospective editor(s). All successful proposals are allocated to a member of the Editorial Collective to act as editorial liaison and convenor of referees. All articles in a themed issue will be subject to the same three referee review process as other articles. Further details on the aims and objectives of the journal, requirements for articles and the refereeing process can be found on the journal website and the inside back cover of the hard copy.

External editors wishing to submit a proposal are also asked to contact the journal administrator, Patricia Ladly on articlescsp@gmail.com , to obtain a more detailed process guide on how proposals are dealt with.