

## ***UCA Journal of Government, Public Service, and International Studies***

### **Submission Guidelines**

The *UCA Journal of Government, Public Service, and International Studies* is a journal of undergraduate research published by the Department of Government, Public Service, and International Studies at the University of Central Arkansas. We accept manuscripts of original student scholarship in political science and its related fields for online publication. Currently, only undergraduates at the University of Central Arkansas are eligible to submit their work. All manuscripts will be reviewed by one or more faculty referees; submission is not a guarantee of publication.

#### **Submissions should be between 4000 and 10000 words in length**

- The word count excludes the maximum 150-word abstract and appendices. It includes all text, tables and figures and their subsequent notes and captions, footnotes, and references in the article itself exclusive of appendices.
- Manuscripts should be emailed to the managing editor as a Docx or other Word compatible file, along with the following information:
  - Student Name
  - Paper Title
  - Contact Information
  - Student's Faculty Mentor for this project/Suggested Faculty Reviewer

Style and Reference Guideline have been taken from the American Political Science Association

#### **Formatting**

- Font should be 12 point for text, including footnotes and references.
- Everything should be double-spaced (including text, footnotes, and references)
- Page numbers are required on all pages.
- Please use footnotes and refrain from using endnotes.
- Do not use acronyms or computational abbreviations when discussing variables.
- Please include complete first and family names in the reference list.
- We expect the use of the 17<sup>th</sup> edition of *The Chicago Manual of Style* (for final acceptance only, not at point of submission)

#### **Figures and Tables**

- Place figures and tables exactly where they should fall in the manuscript, or, if need be, use a place holder [Figure/Table 1 about here], with the figure directly following on a new page.
- Please number figures and tables consecutively.
- All variables that appear in tables of figures should be described in appropriate detail in the text.

#### **Figures**

- Should be readable in **grayscale**.
- NOTE: When printing in grayscale, classic blue, black, red and green all look the same.

## References

- **Author-Date system of the 17th Edition of the Chicago Manual of Style**
  - Information can be found in Chapter 15, Documentation II: Author-Date References
  - Click here for access to the [Chicago-Style Citation Quick Guide](#). Please be sure to change to Author-Date
  - See below for a basic reference list example.
- Please provide authors' first and last names, rather than last name and first initial
- All listed references must be cited in the text, and vice versa. Do not include non-cited material in references.
- Publication information for each reference must be complete and correct at time of submission.

## In-Text Citations

- Use the Author-Date system in the following format: (Author Year, Pages). Note there is no comma between the author and the year. Separate mass citations with a semicolon.
- Do not use footnotes for simple citations.
- Examples:
  - "In the book by Ahlquist and Levi (2013), ...".
  - Or at the end of a sentence (Mansbridge 1986).
  - Citations may appear at the end of each (in-)dependent clause.

## Examples of References:

### Books

Cohen, Cathy J. 1999. *The Boundaries of Blackness*. Chicago: University of Chicago Press.

Hardy-Fanta, Carol, Pei-te Lien, Dianne Pinderhughes, and Christine Marie Sierra. 2016. *Contested Transformation*. New York: Cambridge University Press.

U.S. Department of State. 1979. *Foreign Relations of the United States, 1951*. Vol. II: United Nations; Western Hemisphere. Washington, DC: U.S. Government Printing Office.

### Periodicals

Gay, Claudine. 2001. "The Effect of Black Congressional Representation on Political Participation." *American Political Science Review* 95:3 (September): 589-602.

Junn, Jane. 2007. "From Coolie to Model Minority: US Immigration Policy and the Construction of Racial Identity." *Du Bois Review*: 4:2 (June): 355-73.

Wedeen, Lisa. 2002. "Conceptualizing Culture: Possibilities for Political Science." *American Political Science Review* 96:4 (December): 713-28.

## Chapter in Edited Collection

Ravi K. Perry and X. Loudon Manley. 2017. "Case Studies of Black Lesbian and Gay Candidates: Winning Identity Politics in the Obama Era." In *LGBTQ politics: A Critical Reader*, eds. Marla Brettschneider, Susan Burgess, and Christine Keating. New York: NYU Press, 295-308.

## Edited Collections

Brettschneider, Marla, Susan Burgess, and Christine Keating, eds. 2017. *LGBTQ politics: A Critical Reader*. New York: NYU Press.

## Dissertations

Smooth, Wendy. 2001. "African American Women State Legislators." PhD dissertation, Department of Political Science, University of Maryland, College Park, MD.

## Websites

American Political Science Association. 2013. "About the APSA Africa Workshops." Washington, DC: American Political Science Association. Retrieved October 10, 2013 ([http://www.apsanet.org/~africaworkshops/content\\_58417.cfm](http://www.apsanet.org/~africaworkshops/content_58417.cfm)).

## Data Sets

Dawson, Michael C., Ronald E. L. Brown, and James S. Jackson. National Black Politics Study. [Computer file]. Ann Arbor, MI: Inter-university Consortium for Political and Social Research [distributor], 1993. <https://doi.org/10.3886/ICPSR02018.v3>