

## **PTRCA Journal Submission Guidelines**

### **Scope**

- The PTRCA Journal publishes articles and reviews in the area of intellectual property of interest to librarians and information specialists in this field. It serves as a means to share related research, successful programs, and book reviews.

### **Call for submissions**

- In general, the call for submissions will be made on or about September 15 and the deadline for submissions will be February 15 so that accepted articles may be published in the Journal prior to the PTRC seminar in the spring. (Calls may go out at other times of the year if a special issue is planned.)
- The PTRCA Editor will acknowledge the receipt of the manuscript and the Editorial Board will review submissions. The Editorial Board may reject without formal review submissions that are out of scope or poorly written.
- Authors will be notified if their article will be accepted as is, if it will be accepted with minor changes and edits, if it will be returned to them requiring revision, or if it is rejected.

### **Submission and Review of Submissions**

- Authors should submit manuscripts to the PTRCA Editor / PTRCA Publications Committee Chair.
- A manuscript should be submitted in only one category:
  - Scholarly Articles
  - Featured Articles
  - Book Reviews
- Submissions must follow the Submission Guidelines and must adhere to Purdue University Press ethical standards for research conduct (<http://www.thepress.purdue.edu/journaethics>).

### **Authorship**

- Authors are not required to be members of PTRCA.
- Authors are encouraged to include an [ORCID identifier](#).

### **Formatting**

- Submissions, regardless of article type, must include the following:
  - Title
  - Author(s), with title(s), institution(s), and e-mail address(es) ●

Please submit text documents as DOC, DOCX, or RTF files.

- If your submission includes images or other media, please send them as GIF, JPEG, or PNG files, separate from your text document. Images should be no wider than 700px. Please cite all images appropriately, including image author, location, and date.
- There are no overall restrictions on word count. Consult the other sections of this document for length guidelines.
- This journal uses the APA (6th) format for citations. For more detail on APA format, please see the following links from Purdue's Online Writing Lab (OWL):
  - [Basic of Reference Lists](#)
  - [Basic of In-Text Citations](#)

### **Supplemental Material**

- Feel free to include supplemental material, including but not limited to data, lesson plans, promotional materials, or data collection instruments.
- "Raw" data should be anonymized, where necessary.

### **Copyright**

- By submitting a paper to this journal, the author acknowledges:
  - The author holds the copyright. The author gives PTRCA permission to publish the article, archive it, distribute it, receive attribution for the citation, and migrate the work to other formats.
  - The author is liable for any violations of copyright. Authors are responsible for obtaining permission for the use of any copyrighted information, including images, in their articles.
  - The author states that this is original work, has not been published elsewhere, and is not under consideration by another journal.
  - If a paper is republished elsewhere it must state that it was originally published in PTRCA Journal and include the PTRCA Journal URL.
  - External links to this journal and to individual articles are welcome as long as no charge is made for access to this material.

### **Scholarly Articles**

- Scholarly articles should include substantive content in the area of intellectual property of interest to researchers in this field.
- The call for submissions will be made in October and the deadline for submissions will be January 31 so that accepted articles may be published in the Journal prior to the PTRC seminar in the spring.
- Manuscripts should be at least 2,000 words.
- Authors are responsible for formatting references in the APA Style.

- Submissions will be assigned a Digital Object Identifier (DOI) so that authors may track how their articles are being used.
- Article ownership and copyright will be negotiated with Purdue University Press in the depository agreement.
- When major changes are required, the Editor may return the submission to the author for revision.
- The Editorial Board will make necessary copy edits for style, grammar, and clarity.
- The final version of the accepted manuscript will be shared with the authors and made available for preview before publication.

### **Featured or “From the Field” Articles**

- Manuscripts accepted under this category should focus on innovations, programs, strategies, practical matters and other items related to operating a PTRC.
- Currency: Articles should report on PTRC news “from the field” that has occurred since the last publication of the PTRCA Journal. Where possible, articles should report on PTRC news that has practical relevance to other PTRCs across the nation.
- Articles should be written in an informal and informative manner that quickly tells readers why your subject is current and relevant. Manuscripts should be between 500 and 1,000 words.
- Authors are encouraged to submit artwork (1-3 photographs) with concise descriptions that may be used alongside the artwork in publication.
- Individuals prominently featured in photos can be identified, with relationship to the PTRC (representative, researcher, inventor, user, USPTO official, fellow, etc.), but only upon subject(s) giving consent to identification.
- Submissions under this category will be accepted as late as February 28.

### **Book Reviews**

- Books are selected for review based on their relevance to intellectual property research, or other issues pertinent to operating a PTRC. They may be in hard copy or online.
- Those interested in reviewing a book can recommend the title to the PTRCA Editorial Board for approval.
- If in hard copy, the Editor will contact the publisher to request that a review copy of the book be sent to the reviewer.
- Manuscripts should be between 800 and 1,200 words.
- Submissions under this category will be accepted as late as February 28.