

Conference Reports Detailed Submissions Guidelines

The purpose of *Mashriq & Mahjar's* Conference Reports section is to provide accounts of recent conferences, panels, or workshops whose themes are related to the broader field of MENA migration studies. They are not intended as critical assessments or reviews, but rather as a means of recording important events and gatherings that our journal's readers may not have had the opportunity to attend. Before writing a report, please ensure that you have secured the consent of the conference organizers.

If you're interested in submitting a Conference Report to the journal or have additional questions regarding whether your idea would be appropriate for this section, please do not hesitate to contact the managing editor at mashriq_mahjar@ncsu.edu.

1. General:

- ❖ Typescripts should be in MS Word, and should be submitted via email to the journal's managing editor at mashriq_mahjar@ncsu.edu.
- ❖ Editorial policy requires that all submissions should adhere to a high scholarly standards. Submissions to the Journal are considered on the understanding that they have not been published elsewhere in any language and are not under consideration for publication elsewhere at the time of submission.

2. Preparation and style

- ❖ Conference Reports should be roughly 3,000 to 5,000 words, in 12-point font. Submissions may vary in length if previously approved by the managing editor. Citations and notes, if included, must appear as endnotes, not footnotes.
- ❖ Typescripts must be in a standard sans serif font such as Times New Roman, double-spaced, and margins of at least one inch on all sides. Paragraph breaks should be indicated by indents. The first paragraph of the article and of each subsequent sub-section should not be indented. Bold and underlined text should be avoided. The Journal conforms to the Chicago Manual of Style, 15th Edition.
- ❖ Please include all relevant information about the conference, panel, or workshop

discussed in the report. This information includes the name of event, location, dates, names of presenters or facilitators, and a general overview of the topics and subjects discussed. Important author information for publication includes your name, institutional affiliation, and email address.

3. Spelling and punctuation

- ❖ The Journal follows U.S. American convention – e.g. *color*, rather than *colour*; *analyze*, not *analyse*; *traveling*, not *travelling*. Spelling should follow Merriam-Webster's Collegiate Dictionary.
- ❖ Editorial policy favors the use of serial commas – e.g. “the United States, Canada, and Mexico”, not “the United States, Canada and Mexico”.
- ❖ Authors should spell out numbers from one to ninety-nine, except when used in groups or statistical discussions, e.g. “the act passed with a majority of 65 for, and 45 against.” Percentages should be in numbers, but “percent” should be spelled out, except in tables and parentheses. European and not U.S. American date format should be used – e.g. 8 August 2011. For dates, the following conventions should also be respected: 1880s, not 1880's; twentieth century, and not 20th century; sixteenth-century, with hyphen, as an adjective.

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