NOTES FOR CONTRIBUTORS

AIMS AND SCOPE OF TRANSITIONS: JOURNAL OF TRANSIENT MIGRATION
Transient migration due to the global movements of people for work, study and lifestyle is part of everyday life. This journal thus aims to provide a platform that explores and investigates the complexities of transient migration and to map the experiences of the growing number of transient migrants as they engage and interact with communities that are linked both to their home and host nations. Transitions seeks to look at the ways in which transient migrants cope with transience and how transient migration affects individuals and communities in this transitional yet significant period. The scope of the journal will include but not be limited to themes of belonging, identity, networks, nation, culture, religion, race and ethnicity, gender and memory while incorporating the roles played by various platforms to facilitate these themes such as media, politics, policy, economy and the creative industries.

ILLUSTRATIONS
We welcome images illustrating an article. All images need a resolution of at least 300 dpi. All images should be supplied independently of the article, not embedded into the text itself. The files should be clearly labelled and an indication given as to where they should be placed in the text. Reproduction will normally be in black-and-white. Images sent in as e-mail attachments should accordingly be in greyscale.

The image should always be accompanied by a suitable caption (the omission of a caption is only acceptable if you feel that the impact of the image would be reduced by the provision of written context). The following is the agreed style for captions:


Please note the colon after the number and the full stop. The note call must be in superscripted Arabic (١•٢•٣).

OPINION
The views expressed in Transitions: Journal of Transient Migration are those of the authors, and do not necessarily coincide with those of the Editors or the Editorial or Advisory Boards.

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Copyright clearance should be indicated by the contributor and is always the responsibility of the contributor. Unless a specific agreement has been made, accepted articles become the copyright of the journal. The copyright clearance form should be completed and sent to the Editors to accompany every submission.

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All articles should be written in Word. The font should be Times New Roman, 12 point. The title of your article should be in bold at the beginning of the file, but not enclosed in quote marks. Bold is also used for headings and subheadings (which should also be in Times New Roman, 12 point) in the article. Italics may be used (sparingly) to indicate key concepts.

NOTES
Notes may be used for comments and additional information only. In general, if something is worth saying, it is worth saying in the text itself. A note will divert the reader's attention away from your argument. If you think a note is necessary, make it as brief and to the point as possible. Use Word's note-making facility, and ensure that your notes are endnotes, not footnotes.

Place note calls outside the punctuation, so AFTER the comma or the full stop. The note call must be in superscripted Arabic (١•٢•٣).

• Author name.
• Author addresses – the submitted material should include details of the full postal and e-mail addresses of the contributor for correspondence purposes.
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• Abstract of 200 words; this will go on to the Intellect website.
• Keywords – six words, or two-word phrases. There is a serious reduction in an article's ability to be searched for if the keywords are missing.
• References – Intellect requires the use of Harvard references embedded in the main text in the following format (Harper 1999: 27).
• Bibliography – titled ‘References’.

LANGUAGE
The journal follows standard British English. Use ‘iz’ endings instead of ‘ise’.

LENGTH OF ARTICLES
Articles must not exceed 8,000 words including notes and references – but not including the author biography, keywords or abstract.

METADATA
Contributors must check that each of the following have been supplied correctly:

• Article title.
Any matters concerning the format and presentation of articles not covered by the above notes should be addressed to the Editor.

QUOTATIONS
Intellect’s style for quotations embedded into a paragraph is single quote marks, with double quote marks for a second quotation contained within the first. All long quotations (i.e. over 40 words long) should be ‘displayed’ – i.e. set into a separate indented paragraph with an additional one-line space above and below, and without quote marks at the beginning or end. Please note that for quotations within the text, the punctuation should follow the bracketed reference. For a displayed quotation the bracketed reference appears after the full stop.

All omissions in a quotation are indicated thus: […] Note that there are no spaces between the suspension points.

When italics are used for emphasis within quotations, please ensure that you indicate whether the emphasis is from the original text or whether you are adding it to make a point.

REFEREES
Transitions: Journal of Transient Migration is a refereed journal. Strict anonymity is accorded to both authors and referees.

REFERENCES
All references in the text should be according to the Harvard system, e.g. (Bordwell 1989: 9). The default term used for this list is ‘References’. Please do not group films together under separate a ‘Films cited’ heading. Instead, incorporate all films into the main body of references and list them alphabetically by director. The same rule applies to television programmes/music/new media: identify the director/composer and list alphabetically alongside books, journals and papers. Please note in particular:

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• Name of translator of a book within brackets after title and preceded by ‘trans.’, not ‘transl.’ or ‘translated by’.
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• ‘pp.’ before page extents.

The following samples indicate conventions for the most common types of reference:


Woolley, E. and Muncey, T. (forthcoming), ‘Demons or diamonds: a study to ascertain the range of attitudes present in health professionals to children with conduct disorder’, Journal of Adolescent Psychiatric Nursing.

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Unless an informal conversation, interviews can be cited in text and included in the references. In the references, the name of interviewer/interviewee, type of communication, location, day and month should be included [if available].


Branson, Richard and Doe, John (2014), in person interview, Birmingham City University, 4 July.

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Website references are similar to other references. There is no need to decipher any place of publication or a specific publisher, but the reference must have an author, and the author must be referenced Harvard-style within the text. Unlike paper references, however, web pages can change, so there needs to be a date of access as well as the full web reference. Website or blog titles should be in roman font. In the list of references at the end of your article, the item should read something like this:

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The guidance on this page is by no means comprehensive: it must be read in conjunction with Intellect Style Guide. The Intellect Style Guide is obtainable from http://www.intellectbooks.com/journals, or on request from the Editor of this journal.