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## Guidelines for Submissions to the *Journal of Art Crime*

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### Style Guidelines for **all Submissions**:

- All articles should be double spaced in **10 point Times New Roman** font.
- The spacing under the paragraph settings should be set to **0 point**.
- Skip one line between paragraphs. The first line of new paragraphs should also be indented, whereas the first line of a new section should not be indented.
- Leave only **one space** after periods or other punctuation marks.
- The title page should include the title and the author's name.
- Do not include any hyperlinks.
- Pages should be numbered consecutively in the upper right-hand corner beginning with the title page.
- The title page should be followed by the body of the text, acknowledgments, figures, tables and bibliography, in that order.
- Use italics (instead of underlining) for titles of larger works (books, magazines) and quotation marks for titles of shorter works (poems, articles).
- Footnotes should be indicated in-text by superscript Arabic numbers after the punctuation of the phrase or clause to which the note refers.
- For in-text citations, short and long quotations, section headings please refer to the **MLA Formatting and Style Guide** (<http://owl.english.purdue.edu/owl/resource/747/01/>).
- Relevant images should be sent in jpg form in a **separate email**. Authors are responsible for securing any necessary permissions for the reproduction of images related to their articles.
- Please refer to the Journal sample available at [www.artcrime.info/publications](http://www.artcrime.info/publications) for an example.

### Additional Guidelines for **Academic Articles and Essays**:

- Academic articles and essays should be 4000-9000 words in length (including footnotes, excluding bibliography). Average turnover for peer-reviewed essays is eight weeks, two weeks for editorial or review material.
- Each academic essay should be accompanied by a title page that includes (in this order):
  - Title
  - Author's name
  - Abstract (up to 250 words)
  - Five to ten keywords that characterize the content of the article
  - Biographical information, including affiliation and contact information (up to 100 words)
- Please remove all identifying material from the body of the article.

Submissions to the *Journal of Art Crime* are welcome at any time. Please send all submissions to [editor@artcrime.info](mailto:editor@artcrime.info) as an attachment in Word format. Average turnover for peer-reviewed essays is eight weeks, two weeks for editorial or review material.