

## Guidelines for Contributors

### General Considerations

#### Scope

*Security Studies* publishes innovative scholarly manuscripts that make a significant contribution—whether theoretical or empirical or both—to our understanding of international security. Studies that do not emphasize the causes and consequences of war or the sources and conditions of peace fall outside the journal's domain. *Security Studies* features articles that develop, test, and debate theories of international security—that is, articles that address an important research question, display innovation in research, contribute in a novel way to a body of knowledge, and (as appropriate) demonstrate theoretical development with state-of-the-art use of appropriate methodological tools. While we encourage authors to discuss the policy implications of their work, articles that are primarily policy oriented do not fit the journal's mission.

*Security Studies* publishes original work. Submissions should not include tables, figures, or substantial amounts of text that already have been published or are forthcoming in other places. *Security Studies* does not consider submissions that are currently under review at other journals. If you have any questions about whether these policies apply in your case, you should address the issues in your cover letter during online submission. You should also notify the editors of any related submissions to other publishers.

#### The Review Process

*Security Studies* employs a double-blind peer review for most of its editorial decisions. Manuscripts normally receive at least two independent reviews. Decisions on manuscripts take on average three to four months; when authors are asked to revise, the process may take longer. All decisions are reviewed by senior editors and the Editor-in-chief. Approximately 7.5 percent of manuscripts submitted to *Security Studies* are ultimately published by the journal. In the past few years, we have received around 300 manuscripts and published 20 to 25 articles annually.

The editorial team of *Security Studies* seeks to provide constructive and informative manuscript reviews that provide authors with useful information regardless of the ultimate editorial decision. We are committed to providing authors with efficient and timely turnaround when processing submitted manuscripts. For this reason, we reject a significant proportion of manuscripts without soliciting outside reviews when the editors feel that a submission is not a good fit for the journal, is not sufficiently developed, or is clearly not of the high quality to which we aspire.

#### Preparing Your Manuscript

*Security Studies* uses a double-blind review system. Therefore, authors must submit a fully anonymous version of the manuscript. The submitted file must exclude any author-identifying information, such as title page, information on authors' names and affiliations, expressions of appreciation to others for advice or data, statements of where the manuscript may have been presented at a conference, acknowledgments of support for the research, and citations to the author's unpublished work. Manuscripts with compromised anonymity will be returned, potentially delaying the review process.

*Security Studies* follows the guidelines from the [Chicago Manual of Style's](#) (16<sup>th</sup> ed.) notes system without a bibliography (that is, the journal uses footnotes for references, rather than endnotes or the author-date system). The guidelines include, but are not limited to, matters of text style, citations, appendices, notes, references, and figures/tables.

The editors consider 10,000-12,000 words to be the preferable article length. The length of the manuscript should not exceed 15,000 words, including text, all tables and figures, notes, and appendices intended for publication. A manuscript that exceeds the 15,000-word limit will be returned without review unless the author specifically requests and justifies an exemption, and the Editor grants the request.

The manuscript must include an abstract of 150 words or fewer. The abstract should provide a very concise descriptive summary of the research stream to which the manuscript contributes, the specific research topic it addresses, the research strategy employed for the analysis, the results obtained from the analysis, and the implications of the findings.

All body text should be in a 12-point font and double-spaced. Page margins should be a minimum of one inch. For purposes of review, authors should consider inserting figures and tables into the body of the text, thereby making it easier for reviewers to refer to the material while reading.

### **Submitting Your Manuscript**

A manuscript intended for review by *Security Studies* must be submitted through [ScholarOne](#) using the procedures described below.

- An original or revised manuscript must include one (and only one) anonymous file (Word or PDF format).
- To create the first submission of a manuscript, go to “Author Center” and click to submit a new manuscript under “Author Resources.”
- To submit a revised version of a manuscript that has been previously reviewed by the journal, go to “Author Center,” click on “Manuscripts with Decisions” and select “Create a resubmission” for the manuscript. Please explain in the “Author’s Response” field what revisions were made to address the editors’ and reviewers’ concerns expressed in the first round of reviews.
- If a manuscript has multiple authors, one author must be designated as the corresponding author. That person will act for the full team of authors as the sole contact for communications with the Editorial Office throughout the review process. Before starting the submission process, the corresponding author should have available the names and e-mail addresses of all co-authors. All co-authors must be listed in the submission.
- An author may, but is not required to, include comments to the Editor, acknowledgments, and details on where the paper has been presented. This information can be inserted in the “Cover letter” field.
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## **Further questions**

Do not hesitate, in cases of doubt, to consult the *Security Studies* Editorial Office with more specific questions by e-mail ([security.studies@osu.edu](mailto:security.studies@osu.edu)).