ASIAN JOURNAL OF LAW AND SOCIETY

Tips for first-time authors

The *Asian Journal of Law and Society* encourages junior scholars to submit their work to the journal and has put these tips together to give advice on the mechanics of getting an article published.

Before submitting your article:

Is the *Asian Journal of Law and Society* the most appropriate journal for your work?
When choosing where to publish your article it is important to check whether the content of your article fits with the scope of the journal. Most journals publish their scope in the first pages of the journal or on its webpages. The *Asian Journal of Law and Society* publishes articles on law and its relationship with society in Asia, articles bringing an Asian perspective to socio-legal issues of global concern, and articles using Asia as a starting point for a comparative exploration of law and society topics. Its coverage of Asia is broad and stretches from East Asia, South Asia and South East Asia to Central Asia. *Asian Journal of Law and Society* is a journal that considers legal matters from a law and society perspective so it is important that your article does this rather than taking a purely doctrinal approach. The 'Asia' in the title should be taken to mean your article should have an Asian angle to it, be that the consideration of a law and society issue in an Asian country, the region or a comparison between Asia and other geographical regions.

Have you read articles previously published in the journal?
This will help you to determine if your article is appropriate to the journal as well as assisting you in following the journal's style.

Intellectual content
This document has not been put together to give advice on the intellectual content of an article but do keep in mind that the journal is looking for articles that provide detailed analysis of a legal issue and will not publish articles that simply present a narrative on a topic or lists the relevant legislation and jurisprudence in a particular country. Make use of appropriate headings to give your piece structure and ensure your argument flows logically.

Have you asked colleagues for feedback on your article before submission?
They may pick up on the kind of things that might give cause for an immediate reject or help you to ensure the article is in its best possible shape before submission. If you know anyone on the editorial board of the journal they may provide particularly helpful advice.

Have you adhered to the journal word limit?
The *Asian Journal of Law and Society* has the following word limits: 5,000 to 7,500 words (short articles – including footnotes) , 10,000 to 25,000 words (long articles – including footnotes). Review essays up to 10,000 words are also welcome. Longer articles are likely to be immediately rejected or you will be invited to cut material before your article will be fully considered for the journal.

Is your article written in clear English?
The *Asian Journal of Law and Society* only accepts articles written in English and this is the case with many journals seeking to attract a global audience. If you are not a native English-speaker

you should consider using a professional editor or translator or asking a native to proof-read your article before submission. We list here a number of third-party services specialising in language editing and/or translation, and suggest that authors contact as appropriate: http://journals.cambridge.org/action/stream?pageId=872&level=2&menu=Authors&pageId=3608. When checking your article think carefully about grammar.

Would you find it useful to attend a writing workshop?
Make good use of the increasing number of sessions on offer at conferences and meetings on how to get published and how to write for journals.

Have you followed the journal's style?
Although not all articles are written with a particular journal in mind, a clearly written article conforming with the journal's style guide will give a good first impression. Consult the journal's 'Instructions for contributors' (https://www.cambridge.org/core/journals/asian-journal-of-law-and-society/information/instructions-contributors) which outlines the journal's style in detail including citation and reference format.

Is your article complete?
Your article should only be submitted when totally complete, there will not be the opportunity to add details and references later. Please be careful to check all citations and references and ensure they are presented in the journal's style. Should your article be accepted the proofing stage is really just a chance to correct typos and you will not be given the chance to change your article substantially or add further text.

Have you followed the journal's procedures for submission?
All potential *Asian Journal of Law and Society* articles must be submitted through its online submission system ScholarOne: http://mc.manuscriptcentral.com/asianjls. Please follow the instructions on the submission system carefully.

Is this the only journal you have submitted to?
Unless expressly stated by a journal you should assume that a journal does not allow simultaneous submission and you should not submit to a second journal until your first journal has made its decision. The *Asian Journal of Law and Society* does not allow simultaneous submission.

After submitting your article:

Reacting to desk rejection
Some articles are rejected immediately without being sent out to peer reviewers. The most usual reasons for this are inappropriate topics for the journal and poor English. Should this happen to you think carefully about whether changes are needed before submitting to another journal and once more choose your journal carefully.

It is important to treat peer feedback constructively
All articles progressing to peer-review will be double blind peer-reviewed; that is the anonymised article will be read by at least two reviewers who will remain anonymous to the author. Treat comments given to you by these reviewers with respect and react to them constructively. After all, these reviewers are trying to help you write the best article you can write.

It is in your interest to treat revision instructions carefully
Some articles may be accepted without revision but it is more likely that it will be accepted subject to some revisions or that you will be asked to revise and resubmit. In both cases respond to such direction promptly and be careful to respond to every revision you have been asked to make. If you have chosen not to follow a reviewer's suggestion make sure you explain why you have made that choice clearly and persuasively. If you ignore these revision instructions your article could well be eventually rejected.

If you are unsuccessful try again
In the case that your article is rejected please take on board any feedback given and try again. It is important to remember that many articles are being submitted to journals such as the *Asian Journal of Law and Society* and they have a high threshold for publication. Think carefully about the reasons for rejection. It might be wholly appropriate to submit your article to your next choice journal at this point. Don't be put off submitting another piece to the *Asian Journal of Law and Society* in the future. It may be that you have one article that was not quite appropriate for this publication where another one might be just what it is looking for. Do also consider alternative types of submission such as writing a book review which can be a good way to show you are eager to write as well as increasing your profile.

After your article has been accepted:

Expect your accepted article to be edited
Should your article be accepted by the *Asian Journal of Law and Society,* it will be edited a first time by the journal editorial team and a second time by its publisher Cambridge Journals. Please expect your article to be amended. Substantial amendments will be shared with the authors. Remember all amendments are in the interest of bringing out the best in the article.

Check proofs and respond to queries promptly
After editing your article will be typeset. You will receive a set of typeset proofs and queries and you should check and respond to these quickly. It is in your interest for the article to publish promptly. As mentioned above, proofing is for correcting serious errors not for changing your text or adding additional material.

Complete any copyright documentation with care
All authors of the *Asian Journal of Law and Society* will be asked to sign a licence to publish form. Please complete the form you will be given carefully. This is also a chance to ensure you have applied for any necessary permission for quotations from third sources; it is the author's responsibility to seek permission to re-use such material not the journal.

Re-use and depositing your article
Note that the licence to publish form will also give you clear advice on how you can and cannot re-use your own article including posting on personal webpages, institutional repositories and SSRN. There is an obligation on many authors to deposit their article in a repository. It is the *Asian Journal of Law and Society*'s policy that the 'Accepted Article' (non-typeset version) can be posted on an institutional repository immediately after acceptance.