



## Symposia Melitensia – an academic multi-disciplinary journal

### Guidelines for Manuscript Submission (2020)

Symposia Melitensia is a journal published by the University of Malta Junior College. The Scientific committee of the College is responsible for the editing and publishing of this journal. This journal is open to all researchers, academics as well as those participating in the Annual International Multi-Disciplinary Conference organised by the University of Malta Junior College. Authors have the possibility of publishing their work in different types of submissions. These submissions will all undergo double blind review and be published on open access. The printing of hard copies may be available upon request.

### Consideration of manuscripts for publication

Authors may submit their research for publication in the journal *Symposia Melitensia* under the following publication typologies:

- **Commentary:** This position paper of between **1,000** and **1,500 words** (up to 3 pages) typically presents an argument or an academic opinion about an issue. The commentary needs to convince the audience that the opinion presented is valid and warrants attention.
- **Peer Reviewed Short Report:** This short communication paper of between **2,500** and **4,000 words** (up to 7 pages) enables authors to communicate a brief report of data from their original research. Through this paper the author/s will emphasise the importance of the issues discussed which may stimulate further research in the field. Usually it has the format of a long paper, however the results and discussion are merged.
- **Peer Reviewed Original Research Article:** This paper of **5,000** to **6,000 words** (up to 12 pages) should include a detailed study reporting original research or a review paper. This paper needs to present an advancement and/or contribution to knowledge.
- Those conference participants submitting a paper in a language other than English may submit their paper for consideration according to the above criteria for inclusion in the **Supplementary Section** of the journal *Symposia Melitensia*.

## Style Guidelines

Each submission for publication must contain a title, name of author(s), email address(es) and institutional affiliation(s) together with an abstract of up to **200** words and **4 to 7** keywords written on the first page. The paper should start from the second page so that the rest of the document would be anonymised. It should be written in such a way that the identity of the author is not evident.

All documents need to be submitted in word format, Calibri 10, single spaced and justified including references. Authors need to make use of the Harvard style as per link below [https://www.um.edu.mt/data/assets/pdf\\_file/0007/353662/Harvard\\_Guide.pdf](https://www.um.edu.mt/data/assets/pdf_file/0007/353662/Harvard_Guide.pdf)

Figures and tables should be placed as close to their reference point in the text as possible. All figures and tables must have titles and must be referenced within the text.

All submitted documents must be in black and white including hyperlinks as well as any images and graphs; the latter can only be included if their resolution is higher than 300dpi. All images must indicate their sources and/or copyright permission. Images must be inserted as picture files (.gif, .jpg, .bmp, .pct, .png, .psd). Papers should be submitted only as .doc or .rtf attachments and not in pdf format. If the document is not in line with the above, it will be resent to the author/s.

## Conditions for Submission

All submissions for the 2021 edition are expected to reach the committee by email ([symposiamelitensia@um.edu.mt](mailto:symposiamelitensia@um.edu.mt)) by **31 October 2020**. In the case of co-authored papers, one author should be nominated to act as the corresponding author with the Scientific Committee.

Authors may suggest the names and email addresses of three referees, however the editor reserves the right to consult other reviewers.

It is assumed that authors have abided by the ethics regulations and procedures of their home institution and country and of the country in which the research was carried out, if this was different. Any submissions to *Symposia Melitensia* must carry a statement to this effect.

It is further assumed that all necessary ethics clearances required were obtained from the appropriate institutional/national bodies before the study was carried out. The Scientific Committee of *Symposia Melitensia* may require proof of this before accepting to publish a manuscript.

Papers submitted to the journal must clearly state that any opinions expressed by the author/s are their own and do not represent the point of view or opinion of the institutions to which the authors are affiliated.

The Scientific Committee reserves the right not to publish a paper on recommendation of the blind peer reviewers; also due to issues of plagiarism; and if the research has not been submitted through an established ethics committee.

Authors must only submit work that has not been published previously. Authors are responsible for ensuring that all manuscripts (original or revised) are accurately typed and revised for any grammatical and syntactical errors before final submission. If English is not your first language, kindly make sure that your submitted manuscript is checked by a qualified proof reader.

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