

Kansas History: A Journal of the Central Plains

Guide to the Publication Process

What We Publish

Kansas History is **published quarterly** by the Kansas Historical Foundation and the Department of History at Kansas State University and contains **scholarly articles, edited documents, and other materials** that contribute to an understanding of the history, prehistory, and cultural heritage of Kansas and the Central Plains. Political, social, intellectual, cultural, economic, and institutional histories are welcome, as are biographical and historiographical interpretations and studies of archeology, the built environment, and material culture. Articles emphasizing visual documentation, exceptional reminiscences, and autobiographical writings might also be considered for publication. Genealogical studies are not accepted. **We do not consider previously published articles or manuscripts under consideration for publication elsewhere.**

Content Requirements

Articles submitted to *Kansas History* must make a **persuasive historical argument** that appears early in the article, based on careful use of both **primary and secondary sources**. Some attention should be paid to previous academic scholarship on the topic (i.e. **historiography**), although an extensive historiographical analysis is not needed. There must be a balance between **summary** and **analysis**. Articles should follow a **logical organization** (including both intra- and inter-paragraph organization) with clear topic sentences. Writing should be **straightforward** and **concise**. Submissions should total **about 7,500-8,000 words**, not including footnotes.

Formatting Requirements

- **12 pt. Times New Roman**
- **Double spaced (including footnotes)**
- **Indented paragraphs**
- **Page numbers**
- **Footnotes in Chicago/Turabian style (preferably added with the automated feature in MS Word)**
- **No inserted page or section breaks**

Submission Process **(send to khjournal@ksu.edu)**



Attach article as a Microsoft Word (.doc or .docx) file



Attach a short CV, résumé, or cover letter (*optional*)



Introduce yourself and share a few words about your research

Potential Decisions **(typically made in 2 - 3 weeks)**

"Revise and Resubmit." Editors feel the article has potential, but it is not accepted, though it may be considered again if the author chooses to "revise" and "resubmit." This is the most common decision authors receive...don't be discouraged if you receive this!

Out for Peer Review. If sent out for peer review, the author will receive two peer-review reports and the editor's revisions along with a final decision. The article might be conditionally accepted pending revisions, rejected, or accepted without revisions. We use double-blind review, which means both the reviewers' and author's identities are confidential. Reviewers are scholars who determine suitability for publication based on originality, quality of research, significance, and presentation, among other factors.

Rejection. The article is not suitable for publication.

Publication Process

Once accepted, the editor will provide a final round of revisions for the author to address in a timely fashion. This is the last opportunity for the author to make significant changes (rearranging paragraphs, adding new material, etc.) This file should include a brief biography (2-4 sentences) after the author byline.

The author will provide a 150-200 word abstract and list of potential illustrations (in separate files) along with their mailing address and a signed copyright transfer agreement (CTA).

The editorial staff will check article citations for accuracy.

The associate editor will select 6-7 illustrations, using the provided list as a guide. (Note that the editor must select images that meet certain criteria regarding file type, resolution, etc. and not every suggested image will appear in the article.) Consult our image guide for details.

The manuscript will be sent to the copy editor, who will correct grammar, punctuation, style, etc. Their job is to help your writing *shine*, free of errors! Once this file is returned to our office, the associate editor prepares the article for the author to review again. This is the author's last opportunity to make changes. (At this stage, communicate with the associate editor.)

After the issue has been laid out in its final PDF form (called a "proof"), the author will review it once again in consultation with the editor. At this point, only two types of changes can be made: 1) correcting errors (e.g. incorrect dates, misspelled names, etc.), and 2) correcting typos that were missed in the editing process. No changes can be made to images. Authors should review all elements of the article, including the title, byline, biography, footer, captions, and footnotes.

After these final changes to the text or layout, the issue will be sent to the printers. The approval and printing process typically takes a few weeks. Once published, authors will receive 6 free copies. It will be promoted on social media too!

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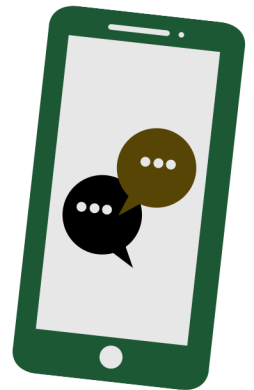
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Helpful Resources

Kansas History Editorial Policies
<https://www.kshs.org/p/kansas-history-editorial-policy-and-style-guide/12447>

Previously Published Articles
<https://www.kshs.org/p/kansas-history/12443>

"Academic Journal Writing Top Tips"
<https://www.theguardian.com/higher-education-network/blog/2013/sep/06/academic-journal-writing-top-tips>

"How to Submit a Journal Article"
<https://medium.com/@aschrock/how-to-submit-a-journal-article-48bbca709c70>

"What to Expect from Your Relationship with Your Editor"
<https://greenleafbookgroup.com/learning-center/book-creation/what-to-expect-from-your-relationship-with-your-editor>