

Submission Guide

The eJournal of Public Affairs only accepts APA formatted content, **5,000 words max**. Read the guide below carefully for more information about how to submit your content to our publication website.



What your Microsoft Word document should have in it, in order

Include the following in your submission:

1. Title Page - Include Title of Article and Author Name(s)
2. Author Note - Official Title(s), Affiliation(s), and Office and/or home mailing address, phone and email address for primary author
3. Abstract - max 150 words
4. Main Content - Word.doc file with 1 inch margins, Times New Roman, double-spaced, Max 5,000 words
 - Tables and figures should be placed in content according to APA style
 - Graphics and photographs are considered figures
5. References
 - Check all citations for inclusion in the reference list.
6. Appendix
 - Table notes: Define all measurement units and abbreviations in table notes
 - Any supplemental graphics and images that do not have a specific location in the text, should be placed in Appendix
7. Author Biography(s) - for each author, max 150 words, self-portrait photo - 150 (px wide) x 200 (px high)

Notes:

- Remove all identifying information from the manuscript. In Microsoft Word: click on the Tools menu > Options > Security > Remove personal information from file properties on save.
- Follow formatting guidelines of the current Publication Manual of the American Psychological Association.
- https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html
- There is a section for cover letters in the online submission form. If you choose to write a cover letter, include your name, institution and program title, mailing address, and the category (is it an article, editorial, review, or resource) of your submission in the email or cover letter.

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Authors receive an email verification after finishing the submission process. We will contact you following this process about potential peer review or additional information.

Note that the publication website we build issues on is kept separate from the site we display our content for reading and viewing.

For questions: email ejournalpa@missouristate.edu