Visions Magazine General Submission Guidelines

Visions Magazine is about the world we live in and the world we want to live in. It is a non-partisan, peer-reviewed publication that contains articles from all disciplines, including environmental studies, geography, political science, economics, philosophy, religion, art, and English (including poetry, fiction, and nonfiction). All submissions to Visions Magazine must be grounded in scholarly work. The values expressed by the magazine are representative of the entire global community and we ask that the contributions account for these diverse views. We maintain a politically neutral stance, and we ask that submissions display no obvious bias toward any specific political agenda.

1. Format guidelines:
   • Cover sheet should contain a total word count for the document, author name, current address, email address, phone number, and an author biography (25-30 words).
   • Microsoft Word™ format.
   • 12 point Times New Roman font.
   • Must be double-spaced, with one-inch margins (including quotations, notes, information in tables, and the list of references) using only one side of the paper.
   • Illustrations should be in electronic format (no embedded documents or pictures). Please send illustrations as separate documents from the articles they accompany but label illustrations so they can be easily matched to the word document. Placement of any illustrations used in the magazine will be at the discretion of the editorial and production boards but authors are encouraged to indicate their placement preferences.

2. Editing and reviewing guidelines:
   • Articles must contain the most current, up to date information on the subject. This guideline will be assessed by peer reviewers.
   • Authors must use gender-neutral phrasing. Do not use s/he format. Instead, state both pronouns (he or she, him or her, etc.) or use the plural form (e.g. humankind, not mankind).
   • We reserve the right to edit all submissions. However we wish to work closely with our contributors to produce a final submission that satisfies the author as well as the editors.
   • All student submissions will undergo a “Double Blind” review process meaning that neither the author nor the reviewers are provided each other's identity. The submission will be reviewed in this manner by both a faculty member and a peer in the related field.

3. Referencing and source material guidelines:
   • Please use only Turabian or Chicago style referencing. Please see citation guide sources.
   • Source materials should be scholarly in nature and peer-reviewed articles are preferable. Primary sources are also acceptable.
   • Authors must seek copyright permission for any material that is not the original work of the author. Copyright permissions must be obtained prior to publication.
   • In text citations should contain the author’s last name and the year of publication without a comma in between.

For a more detailed citation guide please refer to the following:
   • The Chicago Manual of Style by The University of Chicago Press Staff
   • Turabian, Kate L. A Manual for Writers of Research Papers, Theses, and Dissertations, Seventh Edition: Chicago Style for Students and Researchers.