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Guidelines for Submissions and Reviewers for The Southeastern Librarian

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Guidelines for Submissions

The Southeastern Librarian

The Southeastern Librarian (SELn) is a refereed journal that seeks to publish articles, announcements, and news of professional interest to library staff in the Southeast. Articles need not be of a scholarly nature but should address professional concerns of the library community. *SELn* particularly seeks articles that have a broad southeastern scope and/or address topics identified as timely or important by SELA sections, round tables, or committees.

News releases, newsletters, clippings, and journals from libraries, state associations, and groups throughout the region may be used as sources of information.

Manuscripts should be directed to Frank R. Allen, *SELn* Editor, University of Central Florida Library, P.O. Box 162666, 4000 Central Florida Blvd; Orlando, Florida, 32816-2666. Email: fallen@mail.ucf.edu or fax (407) 823-2529. Although longer or shorter works may be considered, 2,000- to 5,000-word manuscripts are most suitable.

Manuscripts should be submitted in electronic format as attachment to an email, preferably in MS Word or compatible format. Electronic submission greatly expedites the review process and thus serves in the best interest of all parties.

The name, position, and professional address of the author should appear in the bottom left-hand corner of a separate title page.

Authors may use the author-date system of documentation. The editors will refer to the latest edition of *The Chicago Manual of Style*. The basic form for the reference within the text is as follows: (Hempel 1990, 24).

The basic form for articles and books in the reference list is as follows:
Hempel, Ruth. 1990. "Nice Librarians Do!" *American Libraries* 21 (January): 24-25.
Senn, James A. 1984. *Analysis of Information Systems*. New York: McGraw-Hill.

Photographs will be accepted for consideration but cannot be returned.

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Upon receipt, a manuscript is acknowledged by the Editor. Following review of a manuscript, a decision is communicated to the writer. A definite publication date is given before publication. Publication can be expected within twelve months.

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