

Submission Information

Send to:

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Submission to *Rural Sociology* assumes adherence to the anonymous peer review process. Final judgment is made by the editor, who relies on reviewers' recommendations.

Authors submitting manuscripts for possible publication in *Rural Sociology* must abide by the following guidelines.

[Back to Top](#)

Submission Checklist

Your submission should include:

- A cover letter
- Two hard copies of your manuscript
 - Note: international authors are not required to submit any hard copies.
 - Do not print front-and-back.
- An electronic copy of your manuscript in MSWord or WordPerfect format (no PDFs)
 - Send this on a diskette, CD, or by email.
 - Append any tables or figures to the end of the manuscript so that you send only one file.
- \$25 USD
 - Not required for papers authored solely by students, or for papers submitted from outside the United States
 - Payable by check, money order, or credit card.
 - Make checks and money orders payable to "Rural Sociological Society"

- For credit card payments, send your credit card number and expiration date in the submission packet, or by email to rslsu@lsu.edu.
- When submitting a manuscript revised after R&R, submit two hard copies and an electronic copy, but do not send another payment.
- When submitting a manuscript revised after conditional acceptance (i.e., it will not undergo peer review), send only an electronic copy.

[Back to Top](#)

Una nota a autores que escriben en español

Rural Sociology publishes in standard American English and therefore prefers to receive manuscripts written in this style. However, we recognize and value the research of rural sociologists whose primary language is not English, and we understand that it requires considerable effort to translate a manuscript into another language.

As a service to international authors and as a way of broadening the scope of our publication, *Rural Sociology* will now take manuscripts written in Spanish for an "initial review." In the initial review, one or more reviewers fluent in Spanish will evaluate your manuscript to determine its suitability for the standard *Rural Sociology* peer review process. All such evaluations will be written in English.

Acceptance in the initial review stage does NOT guarantee that the manuscript will ultimately be published-it simply means that the reviewers believe that the content of your manuscript and its quality is promising enough to be submitted to *Rural Sociology*. If your manuscript is accepted in the initial review, we will recommend that you have it translated into standard American English and then submit it normally.

If you wish to submit a Spanish-language manuscript for initial review, send an email (in English) to rslsu@lsu.edu with an electronic version of your paper attached.

[Back to Top](#)

Formatting Your Manuscript

Guidelines for all content (including text, abstracts, footnotes, appendices, and references):

- 12 point Times New Roman/Times font
- Double-spaced
- Six-inch lines/one-inch margins all around
- US Letter page size

- Left-justification

The first page of your manuscript should include:

- Title
- Author(s)' names
- Corresponding author's name, address, phone number, and email
- Acknowledgments and/or funding source (if any)

The first page will be removed before the manuscript is sent out for review.

The second page of your manuscript should include **ONLY** the title and abstract. The abstract should not exceed this page.

The title should be repeated once again on the third page before the text of the manuscript begins.

[Back to Top](#)

Formatting Tables and Figures

Consult the ASA style guide and/or a recent issue of *Rural Sociology* when formatting your tables and figures.

Each table and figure should be on a separate page at the end of the manuscript.

Table captions should appear above the table, and figure captions should appear below the figure. Do not incorporate your figure caption into the graphic itself.

Use Times New Roman/Times. 12 point font is preferred, but a smaller font size may be used if necessary to conserve space. Use italics and boldface sparingly.

In general, tables should be bordered by horizontal lines at the top and bottom. Another horizontal line should appear under column headers. Vertical lines and grids are often distracting and rarely necessary.

Numbers in columns should be lined up by the decimal points. This can be done in several ways with word processing programs, for example: with decimal tab stops (Word), or using the option to align a table column by decimal (WordPerfect).

Rural Sociology does not print in color, so figures must be readable in black and white. Resolution must be at least 200dpi.

[Back to Top](#)

Length Requirements

We believe a precise word limit to be a somewhat arbitrary constraint, but we also wish to publish manuscripts that have been efficiently written. The previous limit was 8000 words, including footnotes and references, and authors are encouraged to keep their manuscripts at or under this length. Authors who write manuscripts substantially longer than this should justify the excessive length in the cover letter.

[Back to Top](#)

Manuscript Style Guide

Rural Sociology uses the American Sociological Association (ASA) manuscript style. (See American Sociological Association. 1997. American Sociological Association Style Guide. 2nd ed. Washington, DC: American Sociological Association.)

Use footnotes only to explain material that cannot be justified for inclusion in text or tables. Number the notes consecutively, using Arabic numerals, beginning with footnote 1. Use your word processing program to insert footnotes.

Use headings to organize the article. Three headings are generally adequate.

1.) *First-Level Head*: center justify, bold, use upper and lower case. Example:

Data and Methods

2.) *Second-Level Head*: left justify, bold, use upper and lower case. Example:

Resource Management

3.) *Third-Level Head*: indent, italicize, capitalize first letter of first word only, follow with a period, include as part of text. Example:

Independent variables. The independent variables include...

[Back to Top](#)

Self-Citations

You must not refer to yourself in a way that reveals your identity after the first page of your manuscript. To do so compromises the standard of the anonymous peer review process. We recognize that authors sometimes must cite their own work and we find no problem with this, however, you must cite yourself in the correct manner. For example:

WRONG: "As I have stated previously, rural areas remain important for sociological study despite the continuing urbanization of society (Doe 1996)."

RIGHT: "Rural areas remain important for sociological study despite the continuing urbanization of society (Doe 1996)."

If your manuscript is accepted, you will have a chance to alter the wording of sentences such as these if you wish to make it clear that you were the author of a study you cited.

[Back to Top](#)

References and Responsible Scholarship

It is your responsibility to make sure that works are correctly cited, including carefully checking the spelling of titles, authors' names, Internet addresses, and so on.

[Back to Top](#)

Reference Citations in Text

Cite all references in the text, where appropriate, by the author's last name, publication year, and (where applicable) page number(s). Footnotes are NOT to be used for citations.

Depending on sentence construction, the citation will appear as follows: Bowen and Finegan (1999) or (Bowen and Finegan 1999). If a page number is used, it follows the publication year and is set off by a colon: Kennedy and Silverman (1985:276).

Enclose a series of citations within parentheses, separated by semicolons. Place multiple citations in alphabetical order: (Clemente and Kleiman 1997; Kennedy and Silverman 1995; Lee 1992).

Make subsequent citations of a source exactly as cited the first time. If an author has two citations in the same year, distinguish them by attaching a or b to the year in both the text and the references: (Ploch 1995a, 1995b).

For works by two authors, cite both last names. For three authors, cite all three last names in the first citation in the text: (Carr, Smith, and Jones 1992a:366); thereafter use "et al." in the citation: (Carr et al. 1992a:366). If a work has more than three authors, use "et al." in the first citation and in all subsequent citations.

[Back to Top](#)

Reference Citation Style

- Cite authors using all applicable initials (first, middle, and other) and surnames. Do not use full first names.
- Use Title Caps for All Reference Titles. Do not use sentence caps.
- *Italicize* titles or put them in quotation marks where appropriate.
- Do not include an issue number for continuously paginated journals.
- Do not insert a space between the colon and the page numbers.

Article in journal:

Deseran, F.A. and D. Keithly. 1994. "Teenagers in the U.S. Labor Force: Local Labor Markets, Race, and Family." *Rural Sociology* 59:668-92.

Book:

Lobao, L.M. 1990. *Locality and Inequality*. Albany: SUNY Press.

Article or chapter in an edited volume:

Zuiches, J.J. 1982. "Residential Preferences." Pp. 247-63 in *Rural Society in the U.S.: Issues for the 1980s*, edited by D.A. Dillman and D.J. Hobbs. Boulder, CO: Westview.

Government document:

Beale, C.L. 1975. *The Revival of Population Growth in Nonmetropolitan America*. ERS-605, U.S. Department of Agriculture. Washington, DC: U.S. Government Printing Office.

Dissertation:

Dorsi, L. 1999. "Ecology and Agriculture: A Partial Replication and Update of Maro's Study in Girdle Bend, Oregon." PhD dissertation, Department of Ecology, Atlantis University.

Unpublished manuscript:

Mundi, G. 1998. "Environmentalism and Youth Activities." Department of Sociology, St. Pippin's College, Cincinnati. Unpublished manuscript.

Presented paper:

Anderson, A. 1999. "Forest Preservation in the Midwest." Presented at the annual meetings of the Rural Sociological Society, August 16, Chicago.

Newspaper article (print):

Goldstein, A. 1997. "Dying Patients' Care Varies Widely by Place, Study Says."
Washington Post, October 15, p. A1.

Machine readable data file:

American Institute of Public Opinion. 1976. Gallup Public Opinion Poll #965
[MRDF]. Princeton, NJ: American Institute of Public Opinion [producer].
New Haven, CT: Roper Public Opinion Research Center, Yale University
[distributor].

On line journal article:

Jacobsen, J.W., J.A. Mulick, and A.A. Schwartz. 1995. "A History of Facilitated
Communication: Science, Pseudoscience, and Anti-Science." *American
Psychologist* 50:750-65. Retrieved January 25, 1996
(<http://www.apa.org/journals/jacobsen.html>).

On-line newspaper article:

Goldstein, A. 1997 "Dying Patients' Care Varies Widely by Place, Study Says."
Washington Post, October 15, p.A1. Retrieved October 15, 1997
(http://www.washingtonpost.com/WPlate/1997_10/15/061_101_idx.html).

On-line abstract:

Swidler, A. and J. Ardit. 1994. "The New Sociology of Knowledge" (abstract).
Annual Review of Sociology 20:305-29. Retrieved October 15, 1997
(<http://www.annurev.org/series/sociology/Vol20/so20abst.htm>).