Indiana Libraries Submission Guidelines

Indiana Libraries is a professional journal for librarians and media specialists. Published twice a year, it is a joint publication of the Indiana Library Federation and the Indiana State Library.

Practitioners, educators, and researchers are invited to submit manuscripts for publication. Manuscripts may concern a current practice, policy, or general aspect of the operation of a library system in Indiana.

For more information and to discuss ideas for article topics, or to discuss guest editing a special theme issue, contact the **Indiana Libraries** editor:

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Indiana Libraries Submission Format/Instructions to Authors

Order of Information in Submission

1. Title of article
2. Name of author(s)
3. Text of article with references to source material in APA parenthetic notes
4. References for source material in APA format
5. Institutional affiliation, job title, and contact information for author(s). *Preferred format: Name (email address) is Title at Institution.*

Text Format Requirements

1. Use 12-point Times New Roman for all text.
2. Submit files as Word (.doc) or Rich Text File (.rtf) documents, either as attachments or on disk if sending via USPS.
3. Save files with distinctive names (i.e., your last name, or a word or phrase specific to the article content) rather than with generic ones which anyone might use (i.e., editorsdeskpierce.doc instead of indianalibrariesarticle.doc).
4. Single space content within paragraphs; double space content between title and body of paper, between sub-headings and subsequent paragraphs, between paragraphs, and between items in the References list.

See Also:

1. *The Librarian's Guide to Writing for Publication* (Scarecrow Press: 2004)
2. APA Style Home at www.apastyle.org