

# PHILIPPINE SOCIOLOGICAL REVIEW

## SUBMITTING MANUSCRIPTS TO THE PSR

### MANUSCRIPT TYPES

PSR publishes five types of manuscripts:

- *Journal Article.* These are double-blind peer reviewed articles that make a scholarly contribution to the field of sociology. Journal articles are 6,000-8,000 words in length.
- *Research Report.* An article published as a research report are pieces that present work-in-progress or those oriented toward practical sociology. Research reports may not be double-blind reviewed but have been thoroughly reviewed by the editor/s.
- *Book Review.* PSR main issues feature at least one book review of a recent (less than three years old) publication focusing on themes relevant to sociological studies. Book reviews are commissioned.
- *Commentaries.* In exceptional cases, the editorial team may commission a commentary from a sociologist who can provide timely analysis on topics relevant to contemporary scholarship.
- *Interview.* These are featured conversations between leading specialists on the field covered by the special issue and a sociologist selected by the editorial team.

### SUBMISSION GUIDELINES

Authors must ensure that their manuscripts follow these guidelines before any submission is considered for publication.

#### *Substantive Requirements*

1. Manuscripts should have a clearly articulated argument both in the abstract and in the main document. Scholarly contributions—whether theoretical, empirical, or methodological—should be immediately apparent to readers.
2. PSR aims to reach a broad and global audience, hence there is a preference for manuscripts to be published in plain and simple English. Theoretical and methodological concepts must be clearly defined. Empirical case studies must be properly contextualized to be accessible to readers who may be unfamiliar with the Philippine context.
3. Although there is no prescribed format, all journal articles must have the following content: an introduction that clearly defines the manuscript's argument; a review of literature that situates the article's relationship to broader scholarship; a methodology section for

empirical articles; a data analysis section where findings are systematically analyzed and put in conversation with the literature; and the concluding section where evidence is presented to support the argument the authors put forward in the introduction.

4. Authors may submit manuscripts drawn from sections of a thesis, dissertation, or other research outputs but must be properly declared to the editor. It is crucial that the manuscript's content can stand alone as a journal article.

### *Technical Requirements*

1. Manuscripts will only be considered if they have not been published or are currently not under consideration by other publication outlets.
2. The article is 6,000 to 8,000 words in length. Only in exceptional circumstances are shorter or longer articles accepted. References, tables, figures, footnotes, and appendix are included in the word count.
3. The journal follows the Author-Date style of the [American Sociological Association \(ASA\) Style Guide, 6<sup>th</sup> Edition \(2019\)](#). All in-text citations should be represented in the reference list; all references should have a corresponding citation in-text.
4. Manuscripts should make use of 12-point Times New Roman font, with one-inch margins on all sides and page numbers on the lower right-hand side (as footer).
5. Images, maps, tables, and other forms of data visualization must be in high resolution and must have corresponding captions. All data visualizations must acknowledge the source and properly referenced.
6. Manuscripts must be blind-review ready. Any references to the author's/authors' name/work must be replaced with "Author" along with the corresponding year.
7. Author(s) are required to accomplish the Submission Form and submit a cover letter with the following information:
  - a. Title of the article
  - b. Complete name of authors, their institutional affiliation, and contact information
  - c. Bio note of authors (less than 70 words each)
  - d. Abstract (less than 150 words)
  - e. Keywords (three to five)
  - f. Acknowledgment/notes, if any (less than 30 words)
8. All authors are encouraged to enlist the help of a copyeditor prior to submitting the manuscript.

Manuscripts that do not meet the technical requirements will be immediately returned to the author. The editor reserves the right to request revisions, suggest or make appropriate changes, and postpone or refuse publication of manuscripts. Please direct all correspondences to the editor, **Enrique Niño P. Leviste, PhD**, at [psreditor@gmail.com](mailto:psreditor@gmail.com).