

Guidelines for Contributors

The *Journal of Intercultural Communication & Interactions Research* (JICIR) welcomes submissions fitting the themes and direction of this new publication highlighted on the Introduction webpage and in the lead article of Volume 1 Issue 1 (Kulich, Zha, Zhang, & Steppat, 2021). All submissions should adhere to the following guidelines.

General Formatting

The Merriam-Webster Collegiate Dictionary is the reference for all questions of spelling.

The APA 7th edition is the accepted style for all endnotes, citations, and references.

- Create the submission using Microsoft Word .DOCX file format.
- Format the document with the following:
 - Times New Roman font style
 - 12 pt. font size
 - Double spaced
 - 0pt. spacing before and after paragraphs
 - 1" margins
- Indented internal paragraphs with ½" tab indentation rather than line spaces between paragraphs (indentation should not be used for the first paragraph in any new section)
- Justify right margin of all blocks of text (including block quotations, notes, and references); headings should be left-justified only
- Begin the text with the title of the contributed piece (please do not use all caps or small caps), centered, and in bold followed by the credit line (names of all contributors) centered and in italics, see below for example:

The Meaning of Life

John Doe, University of Alabama; Jane C. Doe, University of Michigan

Structure your text in the following order:

- Article title/ credit line
- Abstract
- Key words
- Outline
- Main text
- Endnotes & References

Please provide accurate URLs that provide DOI hyperlinks for references wherever they exist.

Please include a 150–200 word abstract, a maximum of eight key words for your contribution, and an outline of the headings and sub-headings used in the article.

Please provide:

- A narrative bio-note for every contributor to your submission
- Email and postal address for every contributor to your submission

(upon acceptance, each author will also be asked to sign a Contributor Agreement)

Block quotations

Any quotation of 40 or more words should be set with additional ½" margins on the left and right and be separated from the main text by a line space above and below. If the subsequent text is a continuation of the main text containing the block quotation, do not indent the continuing paragraph.

Punctuation

- Double quotation marks should be used to enclose quotations in text. Single quotation marks should be used within double quotation marks.
- The period ending a sentence enclosed in quotation marks, or the comma after the quoted sentence, is placed inside the closing quotation mark: “There is no reason to inform the president.”
- Em-dashes: Between two clauses—use a long single line as shown here.

Permissions

For all illustrations or information from other sources appearing in the article, it is your sole responsibility as author(s) to obtain all permissions and to make sure the permission credit lines requested by the rights holders appear in the text. Figures and tables to be included in the document should be noted at the intended place in the text and attached as separate files (in the highest resolution for printing) accompanying the article.

Submissions

Article submissions and all correspondence should be sent to the SISU Intercultural Institute editorial office: icinteractions.journal@shisu.edu.cn



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