

JOURNAL OF VIETNAMESE STUDIES

FREQUENTLY ASKED QUESTIONS

QUESTIONS ON SUBMITTING A MANUSCRIPT TO JVS

What kind of file format is required for submission?

JVS prefers essays in MS Word. Authors may send tables made in Excel to accompany the body text. However, they must convert the tables to MS Word if the manuscript is accepted for publication.

How does the peer review process work?

The JVS editorial board will internally review the manuscript and determine if it should be sent out for peer review. If JVS decides to send it out for peer review, the editors will solicit two recognized experts on the topic.

How long do I have to wait before I find out if my manuscript has been accepted?

The wait time depends on how quickly JVS is able to secure peer reviewers and how long it takes the reviewers to review. Contributors may be notified within two months to five months. Contributors may email JVS to check on the status of their submission two months after they submit the essay.

I published a paper in a conference proceedings. I have greatly revised and extended the paper since then. Is it possible to submit the revised manuscript for publication?

Yes.

I published an essay in a collection of essays already. Is it possible to republish a slightly revised essay in JVS?

In general, JVS does not republish research essays.

I published an essay in a non-English collection of essays already. Is it possible to publish an English translation of the essay in JVS?

In most cases, no. But please email JVS at jvs@berkeley.edu to check. The email subject line should read: Proposal to submit translation of published essay.

I have an original research essay that is not written in English. Is it possible to translate that essay into English for publication?

JVS has some supplemental funds to translate high-quality research essays into English. The essays will then be submitted to peer review. Please email jvs@berkeley.edu for more information.

I have an idea for a special issue. How do I put forward a proposal?

Please email a proposal (approximately 500 words) to jvs@berkeley.edu with a list of possible contributors and possible essay topics. Depending on the length of each essay, the journal

may include four to eight essays. Please note that it takes at least 15 months before a special issue can be published. The subject heading in the email should be: Proposal for special issue

I translated a Vietnamese essay/literary work/primary document I think should be published. Would JVS be interested in publishing it?

Yes, possibly. However, JVS does not publish essays longer than 15,000 words. Please send the translation to jvs@berkeley.edu. The subject heading in the email should be: Proposal for translation of non-research essay

Do I need to format the style, usage, and references in my submission according to JVS guidelines?

No, contributors are only responsible for formatting their submission after their manuscripts have been accepted for publication.

I noticed that the JVS reference guidelines are based on *Chicago Manual of Style*. However, my research discipline uses a very different reference-citation system. If my essay is accepted for publication, will I still need to format my essay according to JVS reference guidelines?

Yes.

QUESTIONS ON TECHNICAL ISSUES ON PREPARING A MANUSCRIPT FOR PUBLICATION

Only contributors whose essays have been accepted for publication need to prepare their essays according to JVS guidelines. JVS has three sets of production-related guidelines and one model of how a manuscript should be formatted. You may download these documents by visiting <http://ucpressjournals.com/journal.asp?j=vs&jDetail=submit>

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I authored an essay that was translated in JVS. Do I get a copy of the journal?

Authors of essays that have been translated and published in JVS are entitled to one free hard copy of the issue in which their essay appeared. If they have not received their copy

within two months after the issue's release, please write to jvs@berkeley.edu with the subject heading: "Author of published translation requests gratis copy."

QUESTIONS ON BOOK REVIEWS

May I write a book review for a particular book?

JVS does not accept solicited book reviews.

I just wrote a new book. Who do I tell my publisher to send the book to so that JVS may consider reviewing it?

Please send books to:

Mariam Lam
Department of Comparative Literature and Foreign Languages
2401 HMSS Building
UC Riverside
Riverside, CA 92521

I would like to be considered as a book reviewer. Who do I write to?

Please email Mariam Lam at mariamb@ucr.edu for more information

Do you review books on Vietnam that are not in English?

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MISCELLANEOUS

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