

## Editorial Policy

### *Journal of Global Awareness, Global Awareness Society International, Inc.*

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The Journal of Global Awareness is a non-partisan, public forum publication for the exchange and dissemination of knowledge, expertise and research focused on the globalization process affecting all people in the world. Authors may submit scholarly manuscript that are from a wide variety of disciplines and that stress the issues related to the effects of globalization. Unless authors are writing an historical analysis, data for manuscripts should be current that is, gathered within the past five years.

### Style Format for Journal

1. Three clear copies of a manuscript are required for submission. Faxed or scanned hard copy **will not be accepted**. All copies, including abstract, footnotes, indented matter and references should be typed double-spaced with one-inch margins.
2. Fill in the Author Profile sheet (see next page) and attach as a cover sheet.
3. The first page of the manuscript should contain the title of the article, and an abstract of no more than 150 words.
4. Begin the text of the manuscript on page two. To facilitate anonymity in reviewing, repeat the title but not the author(s) name.
5. Use endnotes only when clearly necessary to explain material that is not justified in the text or tables. List endnotes on a separate page, number them consecutively, and place at the end of the manuscript. Endnotes are NOT to be used for citation purposes.
6. Put each table on a separate page and place it following the end note(s) sheet. Indicate in the text where the table is to be inserted.
7. All references in the text are to be cited by author's last name, publication year and pagination where appropriate, following American Psychological Association APA-Style.
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9. Since this journal is intended for academic as well as non-academic audiences, technical terms and jargon should be defined.
10. A list of 4-5 key words may be included following the abstract. Key words should express the precise content or theme of the manuscript, as they are used for computerized indexing purposes by libraries.
11. Papers accepted for publication are subject to stylistic editing. Major editorial changes will be returned to the author for comment.
12. Since this is an anonymously, peer-reviewed journal, papers are forwarded to referees with instructions to review within 60 days. Final editorial decisions are made within 120 days of receipt of the paper, although the Editorial Board will be influenced strongly by these recommendations, the final editorial judgment remains with the editors.
13. Once a manuscript has been accepted, the author will be asked to submit a copy of the manuscript via electronic mail formatted in Microsoft Word.



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# Journal of Global Awareness

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The manuscript title that is preferred by author(s)

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