

style guide for authors

Journal TOURISM is an international academic and professional quarterly which welcomes articles on various aspects of travel and tourism. The journal emphasises the broadness and interrelatedness of the tourist sector. Manuscripts submitted to the Journal can be processed expeditiously if they are prepared according to the following guidelines. Manuscripts will be returned to the author with a set of instructions if they are not submitted according to our style guide.

No contribution will be accepted which has been published elsewhere, unless it is expressly invited or agreed by the Editor.

PUBLISHING FOR THE FIRST TIME.

We would like to encourage non native English speakers, as well as younger colleagues who are publishing for the first time to send us their articles. The editor will make efforts to facilitate the communication with the reviewers.

SUBMISSION - MAIN ARTICLES AND SHORTER ITEMS.

The Journal publishes four types of academic articles: original scientific papers, preliminary communications, reviews and professional papers. All these are full-length articles and should be 4000-6000 words long. Articles are reviewed anonymously (2 reviewers) and, if required, returned to authors for revision and/or completion. All papers should be accompanied by an abstract (200-250 words) and by up to six keywords.

TOURISM also publishes shorter items - research notes, agency reports and industry viewpoints (800-2000 words), book and journal reviews (800-1000 words). Shorter items will be refereed by an Editorial Board member.

MANUSCRIPT PREPARATION. Manuscripts must be submitted in English, in triplicate (the original plus two photocopies) plus electronic version. One copy of the article should include the following information on the cover page: title of the article (90 characters maximum), name of author(s), academic attainment, present position and complete address (telephone/fax, e-mail adress). The other two copies should have only the article title.

PREPARATION OF TABLES, FIGURES AND ILLUSTRATIONS.

Tables, figures, illustrations and all other supplements should be enclosed on separate pages and the place where they are to be printed must be marked in the text.

INCONSISTENCIES MUST BE AVOIDED.

Authors should be consistent when using abbreviations, terminology and in citing references in different parts of an article.

REFERENCES: In the text, references are cited using the author/date style following the APA *Publication Manual* (5th ed.). Example: (Collins, 2002). If there are three or more authors, quote all three names the first time you cite them in the body of the paper, then abbreviate this by quoting the first name and using *et al.* Give all names in the reference list. The list of all references should be placed at the end of the text in the alphabetical order of authors. A referenced article should contain all authors' names, year of publication, title of the article, name of the publication, volume and inclusive page numbers. A referenced book should list author name(s), year of publication, title of the book, place of publication, and publisher per the following examples:

Journal article:

Lepp, A., & Gibson, H. (2003). Tourist roles, perceived risk and international tourism, *Annals of Tourism Research*, 30(3), 606-624.

Book:

Reisinger, Y., & Turner, L. W. (2003). *Cross-cultural behaviour in tourism: concepts and analysis*. Oxford: Butterworth Heinemann.

Book chapter:

MacLaurin, D. J. (2002). Human resource issues for the convention industry. In K. Weber, & K.-S. Chon (Eds.), *Convention tourism: international research and industry perspectives* (pp. 79-99). New York: The Haworth Hospitality Press.

REPRINTS. The authors will receive one printed copy of the journal and the PDF version of their articles.

SUBMISSION OF FINAL MANUSCRIPTS.

Authors whose papers have been accepted for publication should provide and send by e-mail a revisited version of the manuscript. Tables, graphs, pictures, illustrations and other graphics should be in separate files and in the original programs in which they were created (e.g. for tables and graphs created in Excel, the authors should attach the original Excel files with an xls extension; photographs or maps should be in one of the following formats: jpg, tif, gif, bmp or cdr). The authors are fully responsible for the contents of the manuscript and the accuracy of all the enclosed data.

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