



## SUBMISSION GUIDELINES

The theme of our next issue is more focused than usual. In 2010 we'll explore "Campus Controversies." We're hoping for a full conversation among the university community concerning the ways we treat one another—and perhaps some programmatic solutions to some of the insensitivity that we've witnessed.

Some possible topics might include the following:

- Fraternities and Sororities
- Hazing
- Alcohol abuse
- Racism
- Sexism
- Prejudice
- Student attitudes v faculty/staff attitudes
- Drug use
- Budget cuts and education
- Faculty layoffs
- University class size
- Is receiving a college degree possible in five years?

**The Gamut:** This section is for anything that the Submission Board likes very much, but may not fit into the theme.

**Letters to the Editor:** We're adding this feature to our next issue, so you may send your thoughts or questions at any point before next years' deadline. We may have to edit your letters to fit into our format. Send letters to <mharring@calpoly.edu>

**Text Submissions:** Go to the Moebius section of the DigitalCommons website:

*<http://digitalcommons.calpoly.edu/moebius/>*

Submitters should click on the "Submit Article" link in the right-hand sidebar, then login using their Cal Poly username and password. They are then guided through the rest of the process. Include a biographical note.

**Visual Art:** Please contact Lorraine Donegan in the Graphic Communication Department: <ldonegan@calpoly.edu> or Katie McCormick in the Art and Design Department: <kmcormi@calpoly.edu> for guidelines.

## **Format**

### ***General Information:***

- Manuscripts must be typed, double-spaced, and follow the latest guidelines established by the Chicago Manual of Style.
- Any bibliographic citations or informational notes should be numbered and placed at the end of the paper.
- All manuscripts should have a cover page with the author's name, title of work, (if none please indicate), author's email address, biographical information, phone number and status as student, alumni, staff, or faculty member. The author's name should not appear on the manuscript itself, as they will be sent to referees "in blind."
- Electronic submissions in Microsoft Word (.doc) format are preferred.

***Essays and Articles:*** If possible, writers should address the theme of our forthcoming issue and should not exceed 3,000 words.

***Fiction:*** Works of fiction should not exceed 5,000 words.

***Book Reviews:*** We are seeking reviews of recently published books (fiction or non-fiction). They should be between 750 and 1,000 words. Please send reviews to [ahewes@calpoly.edu](mailto:ahewes@calpoly.edu).

***The Gamut:*** Submissions may address any topic. Written material should not exceed 1,000 words. The Gamut also includes visual art and poetry.

***Deadline for Manuscripts: February 5, 2010***