MARINE CORPS HISTORY

Author Guidelines for *Marine Corps History* journal

ARTICLE LENGTH & FORMAT

• Articles should be between 4,000 and 10,000 words, including footnotes, and submitted as a Word document at 12pt Times New Roman, double-spaced lines.

• Text should be written and formatted according to *Chicago Manual of Style* (17th edition). Additional style changes will be made during editing based on MCU Press's house style.

ARTICLE ACCEPTANCE & CONTENTS

• Article acceptance is determined through a double-blind peer review process. Acceptance may be conditioned upon authors making substantive revisions based on reviewer comments to their work prior to publication.

• Articles should focus on:

    • new and unique **research** into the Corps' history (directly or indirectly), the purpose of which is to further understanding about that history; or

    • history of foreign marines and joint operations, amphibious operations.

• Articles are considered scholarly works based on primary and secondary sources, and they should include a clearly stated thesis and arguments based on research should support the thesis. The tone and content should be appropriate for the topic and for a scholarly audience.

• Articles should include an Abstract (up to 200 words) and Keywords.

• Provide one or two levels of headlines within the body of the text to help break up large swaths of content and ease the reader through the document.

• Source citations and other notes should be formatted as footnotes.

• Graphics of any type should be provided as high-resolution jpeg or tiff files. **Authors are responsible for obtaining permission for use of any image covered by copyright.** Image packages should include the raw digital image file and a separate Word document with the necessary captions and image credit lines.

PLAGIARISM

As is standard in the academic publishing, *MCH*'s editors run submissions through plagiarism detection software. If issues are detected, the work will be returned to the author, along with the software's detection report, and resolution requested before the submission may be considered. This policy helps protect the authors, *MCH*/MCU Press, and the federal government from claims of plagiarism and copyright infringement. Note that reuse/recycling of an author's own previously published works (i.e., self-plagiarism) will also fall under this policy. Please refer to the following resources about understanding and identifying plagiarism:

• Yale College Poorvu Center for Teaching and Learning resources for understanding and avoiding plagiarism: https://poorvucenter.yale.edu/writing/using-sources/understanding-and-avoiding-plagiarism

• Chicago Manual of Style 17th Edition (the editorial style guide *MCH* applies), rule 4.92, **Importance of attribution**, applies:

  With all reuse of others' materials, it is important to identify the original as the source. This not only bolsters the claim of fair use but also helps avoid any accusation of plagiarism. Nothing elaborate is required; a standard footnote will suffice, or (in the case of a graph or table, for example) a simple legend that says "Source: [author, title, and date of earlier work].". . . See also 3.29–3.37, 3.77, 14.54. See also CMS's general source citations guidance.

• Naval Postgraduate School's thesis processing office citation guides https://my.nps.edu/web/thesisprocessing/citation-guides and copyright information https://libguides.nps.edu/copyright

• PlagiarismToday.com (useful general information about copyright): https://www.plagiarismtoday.com/stopping-internet-plagiarism/

• Marine Corps University's copyright policy and guidelines and copyright evaluation tools: https://grc-usmcu.libguides.com/copyright

• https://researchguides.uic.edu/copyright (tabs at top of web page)