

## Contributor Guidelines

### About Our Journal

The Canadian Arbitration and Mediation Journal is one of two official publications of the ADR Institute of Canada, Inc./Institut d'Arbitrage et de Médiation du Canada Inc. It is available in both of Canada's official languages, and provides insight and information on issues of central concern to ADR practitioners residing in Canada and elsewhere. The Journal is published electronically twice annually. View current and back issues of the Journal here: <http://adric.ca/resources/journal-articles/>.

### What We're Looking For

The Journal is open for submissions and pitches from scholars, practitioners, and students on any process or aspect of ADR. You may wish to submit a book review, case comment, in-depth article, interview, opinion piece, or report. We are looking for original writing on a broad range of dispute resolution topics and at this time are particularly interested in emerging ADR issues, qualitative or quantitative research, and institutional data about the use of alternative dispute resolution. We also welcome submissions from different sectors and disciplines such as business, communications, economics, engineering, government, law, psychology, and tribunals.

### How to Submit

Please send your submission as a Word email attachment to [journal@adric.ca](mailto:journal@adric.ca). Pitches or inquiries about possible articles should be made in the body of your email.

### Submission Requirements

Submissions should generally not exceed 2,500 words and should be in final form. Works in progress will not be accepted.

Your submission cannot have been previously published in another journal or newsletter, cannot be under consideration for publication elsewhere, and cannot currently be available online.

We request submissions that are free of jargon and that contain definitions and/or references for terms that could be unfamiliar to non-specialists. Examples of such terms would be "high context culture" or "ROI."

Submissions based on conference presentations or book extracts are welcome, provided the author has written or rewritten them in journal article format.

### Formatting

We ask authors to follow our conventions in order to facilitate our review and editing processes and to refrain from using special or personalized formatting. For your convenience, [view our template here](#). In particular, please use:

- MS Office Word, not pdf or other file formats
- 1 inch margins (top, bottom, right, left)
- Main text: Times New Roman, 12 point font, double line spacing, flush left
- Headings: Times New Roman, 14 point font, bold, flush left
- Footnote or endnote text: Times New Roman, 10 point font, single line spacing
- Page numbers: Arabic numerals, footer, right align

Do not include a table of contents or an extract.

### Acceptance

Your submission will be reviewed by our editors, and you will be advised whether your submission has been accepted and on what basis. The Journal reserves the right to condense and make editorial changes to all submissions as well as to correct, in its discretion, grammar, spelling, punctuation, word choice, formatting, etc. You will receive the opportunity to review the final edits, and after that your article will be translated into either English or French and formatted for online publication.

If your article is accepted, we will also need:

- A brief byline (maximum 50 words) consisting of your name, credentials, affiliations and other relevant biographical information. If we do not receive those, we will post your name and affiliation only.
- A high-resolution photo, ideally 300 dpi, in .jpg format sent as an attachment (not embedded in your email message).

Thank you in advance for your contribution to the Canadian Arbitration and Mediation Journal.