Submission Information

Authors are invited to submit research articles (8,000 words), essays and reports (3,000-5,000 words), book reviews (1,000 words), round table comments, research notes, and interviews (1,500-3,000 words), and edited primary sources via our Editorial Manager software system at https://www.editorialmanager.com/arabamericana.

Adopting a community-engaged purview on the Arab American experience, the journal asks all authors to make their work accessible and engaging for readers outside their fields of specialization. This means that any terms not used in everyday language should be defined briefly for the general reader.

Manuscripts must be submitted as a Microsoft Word document (Times New Roman font, size 12, flush left, double spaced). All manuscripts must follow the current edition of the *Chicago Manual of Style* and should use endnotes. Do not use in-text citations and do not include a bibliography. To maintain an anonymous peer-review process, manuscript files should not include the author's name, and citations to the author's work should be redacted.

Materials submitted to *Arab Americana* must not have been previously published or submitted for publication elsewhere while under review by journal editors. All manuscripts accepted are subject to editorial modification.

Use of Artificial Intelligence

The use of generative AI for content creation or idea generation is strictly prohibited, and all authors must attest that they have not used AI in the creation of their work on the Editorial Manager submissions system. This restriction does not apply to the use of basic tools for the checking of grammar, spelling, and references.

Illustrations

Once *Arab Americana* accepts a manuscript for publication, the author can provide two or three illustrations or graphs if they wish. It is the responsibility of the author to provide illustrations in a form that is suitable for publication, to obtain permissions, and to pay any permission, use, or processing fees involved with the illustrations. Each illustration must be submitted in an electronic format (e.g.,.tiff or .jpg). Images in the .jpg format must be of high quality and resolution: at least 600 dots per inch (dpi) for photos and at least 1000 dpi for line art.

Alt Text

Penn State University Press is committed to making its publications accessible to the widest audience possible. The inclusion of alternative text (or "alt text") will allow those

using assistive technology to access the images and other graphic elements (such as tables, charts, graphs, and maps) in the digital formats of articles. Authors must submit alt text (and where necessary, extended descriptions) for all images and other graphic elements in their manuscripts.

General Guidelines for Composing Alt Text

Alt text should clearly and concisely describe the content and function of an image. Please limit the description to the most important elements of the image. In most cases a one- or two-sentence description, consisting of no more than 250 characters (not including spaces), should suffice. If more than 250 characters are needed to convey the content and function of an image, please provide an extended description in addition to the alt text.

For more complex images and graphic elements (such as graphs, charts, and maps), please provide an extended description with the necessary information. Any visible English text in an image must be transcribed in the extended description. Please note that images requiring an extended description must also have the shorter alt text.

Formatting and Submitting Alt Text

Alt text should be submitted along with captions. The alt text for a figure should be set on a new line after the caption and should be preceded by <alt text>. An extended description, when necessary, should be treated in a similar manner, preceded by <extended description>. When drafting and formatting alt text, you should:

- capitalize acronyms so assistive technology reads them as separate letters and not words (e.g., US versus us);

- avoid complex symbols, such as brackets, quotation marks, dashes, ellipses, and mathematical symbols, as assistive technology does not treat all of these symbols consistently;

- write in complete sentences but avoid overly complex sentence structures.

For examples as well as additional information and resources, see here.

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