

California Map Society
Standards for Submissions

27 Jan 2015

- 2000 - 4000 words, not to exceed 10 8.5" x 11" single-spaced pages including graphics
- original work not submitted to another publication
- digital submission in editable form (Microsoft Word or Apple Pages)
- first page to hold the date and title of the manuscript, author's full name as well as address and email address
- image files at 300 dpi or better, TIFF preferred
- images, tables, footnotes embedded with text
- a list of references must be supplied
- notes to be placed as endnotes
- sources of graphics noted with permissions for reproduction and captions
- note submission to another publication and status of that submission
- for style references follow the Chicago Manual of Style with particular attention to Section 2.3 to Section 2.28 in the 16th edition describing Manuscript Preparation Guidelines for Authors
- include a photo of the author and a brief bio
- include a suggested cover graphic or picture
- indicate where links are to be placed with the URLs to be used for linking

Submissions for Occasional Papers will be reviewed for writing style and may be subject to anonymous peer review by a committee of up to three peer reviewers.

Submission by the author gives CMS a non-cancelable permission to publish the article.

Submission does not ensure publication by the California Map Society

Questions? Contact Mary Holder, CMS VP Publications, mary@californiamapsociety.org