



Guidelines and Conditions of Submission

I. CONDITIONS OF SUBMISSION

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II. GENERAL GUIDELINES FOR ALL PUBLICATIONS

1. Title: Provide a title that captures the content of your project. For instance: "The English Boy Among the Derry Girls: Marginalised Masculinities in *Derry Girls*". (Up to 20 words).
2. Abstract (100-150 words).
3. Keywords: Up to five keywords.
4. Your full name: Last name, first name.
5. Your email address: Provide a personal email address. Readers might contact you in the future, so make sure you include an email that has no expiration date.
6. We welcome submissions in any language. For English-language submissions, please use Irish/UK English.
7. When citing sources, follow Harvard style citation. See guidelines [HERE](#).
8. Please try to ensure that your submission adheres to the principles of Universal Design for Learning (UDL). See [HERE](#).

III. SPECIFIC GUIDELINES BY FORMAT

A) GUIDELINES FOR ARTICLES/LITERATURE REVIEW/BOOK REVIEWS

1. Send us your written material as a Word document (NOT as a PDF).
2. Follow Harvard style citation. See guidelines [HERE](#).
3. Average Length: 1,500 words. (5,000 words maximum).

4. Font: Single space, Verdana 12.

B) GUIDELINES FOR ONLINE MATERIALS

1. Email us a link to your project at sextant@ucd.ie.
2. Include all relevant information (name, email, abstract (100-150 words), five keywords, etc.) in this email.
3. For online submissions, there are various platforms that you can use, for instance, Padlet (see [HERE](#)), Microsoft Sway (See [HERE](#)), or Canva (see [HERE](#)). Other formats to present your submission are also welcome.

C) GUIDELINES FOR AUDIOVISUAL MATERIALS

1. Upload art pieces, designs, photographs, videos, audio recordings or other multimedia pieces via Google Drive and share with us at sextant@ucd.ie.
2. Please include the relevant information (name, email, abstract, keywords, etc.) when sharing.
3. If, for some reason, this method of uploading is not accessible, email us with a description of the project and your issues with submission.