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## **Journal of Librarianship & Law**

The **Journal of Librarianship & Law (JLL)** is a Tanzania-based journal that publishes high-quality solicited and unsolicited articles in all areas of information studies, librarianship and law. Such articles must be written in good English language. Articles to be published in the **Journal of Librarianship & Law** are usually subjected to peer-review.

The **Journal of Librarianship & Law** will be published yearly with effect from January, 2014. It was a quarterly publication.

### **Types of articles that are acceptable**

The **Journal of Librarianship & Law** accepts two forms of articles for publication. These are:

- 1) **Report of empirical studies:** These should describe new and carefully confirmed findings, and details of the research methods should be given so that others can verify the work. The length of a full paper should not exceed 6,000 words (i.e. 15 A4 pages).
- 2) **Reviews or theoretical papers:** Submissions of reviews and perspectives covering topics of current interest may be accepted for publication. The length of a reviewed paper should not exceed 6,000 words (i.e. 15 A4 pages).

### **Method of submission of articles**

**Articles** should be submitted as e-mail attachments to the Editor-in-chief: Josephine Nassimbwa <[josephinenassimbwa@yahoo.co.uk](mailto:josephinenassimbwa@yahoo.co.uk)>, who will acknowledge receipt of the article and assign a manuscript number to the article within three working days. Contributors must copy the Co-editor: Florence Omoba <[faoashoko2000@yahoo.com](mailto:faoashoko2000@yahoo.com)> every mail that they send to the Editor-in-chief.

Every article must follow the under listed guidelines:

- 1) It must be typed in MS-word, using 'Times New Roman' font 12. The spacing should be 1.5, but the tables and figures should be single spaced.
- 2) The **title page** should include the topic, corresponding author's full address and telephone/fax numbers and should

be in an e-mail message sent to the Editor-in-chief, with the file, whose name should begin with the first author's surname, as an attachment.

- 3) All **manuscripts are peer-reviewed** by qualified scholars carefully chosen. The reviewers' comments are usually made available to authors within two weeks. The authors are expected to submit the corrected copies within a period of one month.
- 4) The **Title** should be a brief phrase reflecting the contents of the paper. The Title Page should include the authors' full names and affiliations, the name of the corresponding author along with phone, fax and e-mail information. Present addresses of authors should appear as a footnote.
- 5) The **Abstract** should be about 200 words. It must contain the background to the problem, purpose of the study, methodology, findings, conclusion and implications for policy/recommendations. Usually, references are not cited in the abstract. Keywords of 3-5 words can be stated below the abstract.
- 6) A list of non-standard **Abbreviations** should be added. In general, non-standard abbreviations should be used only when the full term is very long and used often. Each abbreviation should be spelt out and introduced in parentheses the first time it is used in the text.
- 7) The **Introduction** should provide a clear statement of the problem, the relevant literature on the subject, and the proposed approach or solution.
- 8) The **methodology** should be complete enough to allow possible replication of the research. It should contain the research design, population, sampling procedure, sample size, instrumentation, test for reliability, validation, method of analysis and level of significance. Slight variations are allowed.
- 9) The **results** should be presented with clarity and precision. It should be presented under the directional/research questions or hypotheses. It should be written in the past tense when describing author's findings, but references to previous findings should be written in the present tense. The results should be explained.

- 10) The **Discussion** should relate the research findings to the findings of earlier researches that are relevant to the study. Justification should be made for deviation from expectation and previous studies.
- 11) **Tables** should be kept to a minimum and be designed to be as simple as possible. No table should exceed a page. Each table should be on a separate page, numbered consecutively in Arabic numerals and should bear a title. Tables should be self-explanatory without reference to the text.
- 12) **References** should be in the latest American Psychology Association (APA) bibliographic format.

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