Description of the Initiative

ESACH is launching an open call for contributions in view of the release of **The ESACH Quarterly n°2**, the second issue of the educational association's magazine which will feature the work of its members.

The ESACH Quarterly is the international, peer-reviewed magazine of the European Students' Association for Cultural Heritage (ESACH), that provides an Open Access space for the discussion and publication of grounded university and independently carried research, professional activity, and content in various formats exemplifying personal engagement into all aspects of Cultural Heritage.

Aims and Scope

The magazine's goal is to provide an interdisciplinary platform for debate to ESACH members, who as authors would have the opportunity in expanding their outreach and enrich their perspective through peer-to-peer and public review.

The ESACH Quarterly is open to academic, professional, artistic, critical and creative contributions that fall within the focus of the association's magazine.

For the ongoing open issue, the Editorial Team invites original material from students and professionals in the early stages of their career, particularly welcoming:

· Articles in various formats (original research, case studies, opinion pieces, and the like);
· Informative pieces about public and private campaigns, projects, policy schemes and policy-making processes;
· Personal visual artworks as photography, drawing, painting, sculpture, architectural/ urban and spatial practices, digital representation media, handcrafted works and the like; · Creative writing pieces such as short stories and poems;
· Reviews of books, exhibitions, or other media of relevant interest;
· Letters to the Editor following ESACH Talks, or letters to the editor regarding previous publications then supporting or opposing a stance expressed in the magazine, commenting on a current issue with updated evidence-based information and the like.

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THE ESACH
QUARTERLY

Submission Guidelines

Articles are written in English and the call for contributions is organised according to the different sections.

· Articles. The first step consists of a Call for Abstracts. Proposals of submissions are presented via a **350 words abstract** including one visual at maximum (if appropriate). Full-length papers are submitted once abstracts have been accepted, and the selection of publishable material remains at the discretion of the Editorial Team.

· Informative pieces about public and private campaigns, projects, policy schemes, and policy-making processes. The section follows the above standards as for the articles in an academic format.

· Visual artworks. Submissions consist of the final material. The accompanying text must be provided. **Submitters of architectural and urban projects** are requested to send before integral submission a maximum of **three images** and a **short text of 350 words at maximum** explaining the scope of the project. Full-length presentations of the projects with related written explanations are submitted once proposals have been accepted.

· Creative writing pieces. Submissions consist of the **final material**. Visual material can be included if appropriate.

· Reviews of books, exhibitions, or other media of relevant interest. Submissions consist of the **final material**. Visual material can be included if appropriate.

· Letters to the Editor. Submissions consist of the **final material**. The letter must be a maximum of **500 words**, include up to 5 references, and present no visual material.

All submissions must include a short bio of the author (ideally **50 words**) and a picture to be included in the publication.

Submissions are made via mail addressing the Editor address: esach.editor@gmail.com. The object should state 'The ESACH Quarterly n°2 - Submission'.

Before presenting an integral submission, authors are encouraged to contact the Editorial Team to send proposals and pose specific queries.

Publication Process and Deadline

The content is published after passing through peer review and copy-editing. Revisions may be required before a decision is made to send the manuscript for full peer review.
To preview how to prepare your final manuscript, follow the editing guidelines included in the **related document** and contact our editors if you have any questions.

The ESACH Quarterly is published on a regular basis. Submissions received after the submission deadline will be considered for the following issue.

Timeline

Submission deadline for all the above categories: **August 27, 2021**.
Acceptance notification: generally **2 weeks** after the abstract submission.
Full papers submission: **2 months** after the notification of abstract acceptance.

Submission Preparation Checklist

1. The submission has not been previously published, nor is it considered before another magazine or journal that is protected by binding copyright;
2. Authors must ensure they hold the necessary permissions to reproduce any material they intend to use (especially illustrations) for which they do not hold the copyright. They are encouraged to use images from open access repositories, under creative commons licence, and the like. If unsure when searching for legally usable visual material, refer to link1 and link2. If resorting to protected material, once permission of usage has been achieved, any third-party-owned materials used must be identified with an appropriate credit line.
3. All authors have given permission to be listed on the submitted paper and at least one author has been designated as the corresponding author with at least one contact detail (E-mail address);
4. The submission file should preferably be an editable file such as an Open Office or Microsoft Word file format, where applicable. The visuals should be both inserted in this file with related captions and sent as separate, or uploaded in the Google Drive folder that will be provided, to avoid resolution problems;
5. Where available, URLs and DOIs for the references have been provided;

Length Restrictions and Editing Guidelines

There are no minimum requirements for length. The submitted text shall have a maximum length of **1,500 words** upon final submission (the word count limit does not include general and paragraph titles, tables, captions to the figures, references, and author's bio with contact details).

During a potential revision stage, after peer-review, authors can extend the article length to a maximum of 1,800 characters to better address the reviewers and editors' comments. For full editing guidelines, refer to the style sheet contained in the related downloadable document on the website.

Publication Ethics

It remains essential to avoid:

- **Plagiarism**: Incorporating someone else's work as your own, with or without their consent, is intellectual dishonesty and an ethical offence that we strongly condemn.
- **Multiple submissions**: The submission has not been previously published, nor is it before another journal for consideration.
- **Improper author contribution or attribution**: Authorship and contributorship relevant to the submitted material should be clearly stated, especially when it comes to joint work.

Use of inclusive language

Inclusive language acknowledges diversity, conveys respect to all public, is sensitive to differences, and promotes equal opportunities. Content should make no assumptions about the beliefs or commitments of any reader; contain nothing which might imply that one individual is superior to another on the grounds of age, gender, ethnicity, cultural belonging, sexual orientation, disability, body size or health condition; and therefore use inclusive language throughout.

Authors should ensure that writing is free from bias, stereotypes, reference to dominant culture and/or cultural assumptions, which will not be tolerated and might imply the rejection of the final submission.

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Format, Open Access Policy and Publication Fees

Each magazine number will be made available on the ESACH website in downloadable format and stored on an external digital platform. Hard copies might be available on-demand subject to a fee. Please, refer to link<.

The ESACH Quarterly provides immediate **Open Access** to its content on the principle that making research freely available to the public supports a greater exchange of knowledge.

Accordingly, this magazine does not charge publication fees and provides unlimited use and reuse of articles, in addition to giving credit to the authors. All our articles are published under a Creative Commons CC BY 4.0 licence.

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