GUIDELINES FOR SPECIAL ISSUES

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Submission for a Special Issue

The governing objective of the International Journal for the Semiotics of Law (IJSL) for submission with respect to a Special Issue is scholarly excellence. Special issues are most welcome in the IJSL working languages: English and French.

Proposals for a Special Issue should reflect:

• The central debates in legal semiotics,

• The interdisciplinary nature of legal semiotics research,

• The key developments in the many facets - methodological, epistemological and conceptual - of the field of legal semiotics,

• An insight in contemporary and future directions of Legal Semiotics, and

• New approaches to studying legal texts and legal discourse in different legal cultures.
The review process for Special Issues has to take place in accordance with the principles of transparency and objectivity, which is achieved through adherence to the established practice of blind peer reviews.

In order to arrive at a decision with respect to the Special Issue, the Editor-in-Chief will review the draft content of the proposed Special Issue submitted to her.

The Editor-in-Chief will give priority over contributors who are known and recognized in our domain of expertise. International Advisors and board members from the *International Journal for the Semiotics of Law* (IJSL) – in their respective domains of expertise - are also strongly encouraged to submit proposals of Special Issues in order to highlight new research areas in Legal Semiotics analyses.

Types of Submission

There are three types of Special Issues:

- Those that include a selection of papers from the *International Roundtables for the Semiotics of Law* (IRSL),
- Those that include a selection of papers from other conferences, workshops in line with IJSL aims & scopes, and
- Those that result from a spontaneous submission of proposals with a provisional table of contents and names of potential contributors.

Rules of submission

Special Issues can result from an agreement reached between a prospective Guest Editor and the Editor-in-Chief of the *International Journal for the Semiotics of Law* (as in the case of selected IRSL papers or conference papers) or spontaneous submission of proposals.

Submission of a Special Issue proposal consists of:
(1) Writing a draft of a call for papers (for open Special Issues), which includes the scope of the Special Issue, relevant keywords, and a schedule for the publishing process; upon approval by the Editor-in-Chief, the call for papers will be circulated by the Guest Editor, the Editor-in-Chief and the Editor of the journal in several venues. The Guest Editor will be in charge of inviting and selecting papers for the Special Issue.

OR

(2) Submitting the preliminary Table of Contents, which includes the scope of the Special Issue, relevant keywords, a list of prospective contributors and titles of their papers, and a schedule for the publishing process; once the scopes of the Special Issue are agreed upon, the Guest Editor will be in charge of pre-selecting papers for the Special Issue.

*International Journal for the Semiotics of Law Special Issue* generally comprises up to 15 papers of almost 25 pages each.

**IJSL reviewing process**

As indicated above, the governing objectives of the *International Journal for the Semiotics of Law (IJSL)* for Special Issues is scholarly excellence, and the reviewing process is characterised by transparency and objectivity. This requires that the following process be adhered to:

1. Submissions for a Special Issue should be sent to the Guest Editor who is responsible for pre-selecting 15 papers.
2. This selection will be subjected to the peer reviewing process, which will be organised by the Editor-in-Chief in collaboration with the Guest Editor.
3. The Guest Editor will have to ask contributors to submit their papers online at [http://www.editorialmanager.com/sela/](http://www.editorialmanager.com/sela/). Contributors will be asked to submit their new manuscripts and choose the correct “article type”. The Guest Editor will provide them with the name of the exact “article type” to choose from the pull-down menu.
4. The Editor-in-Chief assigns the papers to the reviewers of IJSL based on a blind peer reviewing process. The Guest Editor may propose reviewers to the Editor-in-Chief by identifying among IJSL board members suitable referees to review papers for the Special Issue. Referees could also be selected outside IJSL board members when other expertise is needed.

5. Each submission to the Special Issue must be referred for review on the basis of this blind peer reviewing process.

6. Reviews will automatically be sent to contributors with a copy to the Guest Editor in order to revise their papers in view of the reviewers' comments and suggestions. When papers are rejected after the blind peer-reviewing process, it is under the sole responsibility of the Guest Editor to find a suitable substitute for it, subject to it being peer reviewed on the same basis as the others.

7. Upon completion of the above process, the editorial introduction will have to be submitted online at http://www.editorialmanager.com/sela/. The Table of Contents of the Special Issue will then have to be submitted to the Editor-in-Chief who will pass these on to the Publisher for purposes of the production of the Special Issue.

8. The Editor-in-Chief will then be in the capacity of indicating to the Guest Editor the volume and exact issue in which the Special Issue will be published.