

## *Advice to Authors for Submissions*

### **Themes:**

*Archivaria* is devoted to the scholarly investigation of archives in Canada and internationally. Articles and other submissions are welcome which explore the history, nature, and theory of archival activity and equally the use of archives. The journal aims to be a bridge of communication between archivists, and between archivists and users of archives. Previous issues serve well to indicate the breadth of possible subjects relating to archives; various media and their evolution and characteristics; theoretical problems; practical solutions; new fields of history (and other subjects) and new kinds of supporting documentation being explored by users; new technological developments; legal and ethical concerns; the history of archives, individual archivists, and archival trends; the analysis of records keeping over time and space; the relationship of archivists with other professions; and much else.

### **Features:**

*Archivaria* has several departments which should accommodate all types and lengths of potential submissions:

- Articles: for the scholarly treatment of a subject based on research and/or extensive reflection.
- Studies in Documents: Short articles on the provenance, evolution, characteristics, structure, and original and present purposes of every kind of archival document or body of documents.
- Counterpoint: for argumentative pieces, longer rejoinders, trial balloons, shorter articles.
- Pot-pourri: for edited documents relating to archives, having amusing, poignant, or piquant appeal.
- Notes and Communications: Short descriptive pieces, technical notes, happenings in the archival community in Canada worthy of permanent preservation, regional and national associations' news, research notes, grants, special projects, etc.
- Letters to the Editor: Short rejoinders to previous issues, new information, corrections, criticisms, etc.
- Book Reviews: Any book judged to contribute to the themes which the journal attempts to explore.
- Exhibitions: Reviews which advance study of the roles, varieties, preparation, themes, and potential of exhibitions or archival documents.

**Manuscripts:**

Hard copy should be submitted in double-spaced typed format, with all footnotes gathered at the back and adhering to the style of the present issue. Authors submitting manuscripts on diskette are asked to use WordPerfect, Version 4.2 or 5.0, on 5/4 inch, double-sided, double-density, 48-tracks-per-inch diskettes. Deadlines are generally the beginning of October and January for the following April and August issues, respectively. All manuscripts are evaluated by qualified readers and any substantial changes will be cleared with authors before publication.

Manuscripts, books for review, and any inquiries regarding submissions or editorial matters generally should be addressed to:

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