

CSSAAME Special Section and Kitabkhana Submission Guidelines

Dear Special Section Organizer,

We are delighted that you have chosen to submit your collection of essays to *CSSAAME*. To avoid complications during the review process, we ask that you follow these guidelines.

PROPOSALS

1. A brief *special section proposal* should be submitted first.
2. The proposal should include a brief (around 1,000 word) outline of the special section theme and its overall theoretical or comparative framework. The proposal should make clear how the special section addresses broader audiences beyond the contributors' immediate regional interests and field of study.
3. The proposal should also include brief abstracts for each essay (around 150 words each), including the editor(s)' introduction. The paper abstracts should also make clear how each paper will contribute to the overall section theme.
4. The Editorial Board will then review the proposal and abstracts.

SUBMISSIONS and PEER REVIEW

5. If the proposal moves through this phase of review, the editor(s) will be invited to coordinate the paper submissions. Please note that *an invitation to submit special section papers for review does not guarantee publication for any or all essays*.
6. The special section editor(s) should ensure that all individual essays follow the [general submission guidelines](#) for the journal, together with the *CSSAAME* style guide available on that page.
7. The special section editor is responsible for ensuring that authors submit their essays (and resubmit revised essays) in agreement with the Duke University Press Managing Editor. All authors should submit their essays individually via ScholarOne, per the [general submission guidelines](#). Authors should choose "Special Section Article" as the submission type. Section editors should ensure these submissions occur at roughly the same time. We cannot send any submission out for review until all contributors have submitted their essays.
8. Once the essays are submitted, contributions to special sections undergo a full process of peer review and are thus subject to the judgment and recommendations of their referees. The journal will respond directly to authors with readers' reports, while keeping the section editors informed about progress of the review process.
9. The special section essays should also be accompanied by an introduction authored by the editor(s) of the section. The introduction should outline the overall section theme and highlight the comparative dimensions that emerge from the papers individually or

collectively. These are typically evaluated by the Editorial Board rather than being sent out for external review.

TIMELINE for REVIEWS

CSSAAME has a double-anonymous review policy. Because we receive a large number of submissions each year, please note that the more complex review process for special sections usually results in a longer period between initial submission and publication. Editors of special sections can anticipate up to a year for this process.

Submit manuscripts as Microsoft Word files online at <https://mc04.manuscriptcentral.com/dup-csa>. Send correspondence to dup_cssaame@duke.edu.

KITABKHANA

CSSAAME does not carry book reviews. However, our Kitabkhana (book forum) features recent books that have made a significant intellectual contribution. The contributions to Kitabkhanas are not traditional book reviews. We ask participating scholars to reflect on key themes or aspects of the book(s) under discussion, and to relate them to their own interests or arguments drawn from their field of specialization. The maximum word limit for a Kitabkhana is 22,000 words, with individual contributions not to exceed 3,500 words.

To propose organizing a Kitabkhana, please send a brief (two-page maximum) proposal describing the book as well as a tentative list of contributors. Authors are discouraged from submitting their own works for a Kitabkhana. The Senior Editors will review the proposal and, if approved, may suggest some additional names. The final proposal will be submitted to the Editorial Board. If approved, the Managing Editor will contact you about a submission deadline for all contributions. Kitabkhana submissions go through a process of peer review; acceptance is not guaranteed until this process is complete. Please send proposals and questions to dup_cssaame@duke.edu.

We look forward to receiving your section,

CSSAAME Editorial Team