PS Symposium: Guidelines for Proposals

*PS: Political Science & Politics* welcomes proposals for symposia. A symposium consists of a set of articles focused on a single topic or set of related topics. Symposia are popular among our readership and provide one of the few outlets in the profession for a group of authors to write on a single topic. Symposia can be particularly beneficial to the progress of our discipline, as they encourage a more comprehensive and integrated focus on a particular question. **Like all content in PS, symposia contributions will be subject to peer review.**

Achieving diversity and inclusion is a priority for the APSA. As part of this commitment, *PS* requests that scholars who propose a symposium consider how they may contribute to this effort by recruiting participants with a diverse set of scholarly backgrounds, methodological perspectives, and from groups that have been traditionally underrepresented in political science. **Proposals should include a description of efforts to recruit a broad and diverse team of contributors.**

Symposia include five to seven contributors, with each article 3,000 words or fewer, inclusive of references, notes, tables, and figures. If the proposal includes an introduction and/or summary article(s), those are included in the numbers of contributions. Authors may submit appendices in the form of supplemental materials which are hosted by Cambridge University Press and published online with the article. Supplemental material does not count toward the word limit.

**Proposal Structure**
A proposal for a symposium should be sent to ps@apsanet.org as a PDF. Ideas for symposia can be sent at any time, and we can discuss format and content with you.

**Proposals should include the following elements:**
1. The name and affiliation of the guest editor or editors.
2. A one or two paragraph description of the topic of the symposium.
3. A list of potential paper topics and authors with brief summaries.
4. A description of efforts to include a broad and diverse set of contributors.
5. A timeline for completion.

All articles submitted to *PS* must adhere to the general publication guidelines of the journal, and we remind proposers of the word limit. One method to reduce overlapping coverage is to commission an annotated bibliography to prevent the need for each author to review the same materials.

**Guest Editor Responsibilities**
Guest editors provide subject matter expertise and also manage the peer review process, in partnership with the editorial team. Guest editors should work to ensure all manuscripts are within the word limit (3,000) and offer suggestions to edit down material as needed. All material in *PS* the journal is peer-reviewed, including symposia. We require at least one external double-blinded peer review for symposia articles using our Editorial Manager tool. *PS* can help to facilitate the review process and reviewer selection if desired.
Guest Editor Rewards
Guest editors are encouraged to write an introductory or summary essay as part of the symposium. Guest editors also benefit from having the opportunity to demonstrate ownership of an issue. Guest editors will be prominently mentioned in the table of contents.

Editorial Manager
All manuscripts must be submitted through Editorial Manager. This tool is critical for helping the managing editor work efficiently with the guest editor.

Thank you again for considering a symposium for *PS: Political Science & Politics*! We look forward to working with you.

Phillip Ardoin
Paul Gronke
Co-editors, *PS: Political Science & Politics*

ps@apsanet.org