AUTHOR SUBMISSION GUIDELINES

Journal Purpose
Scholarship and Practice of Undergraduate Research (SPUR) serves as the leading international, cross-disciplinary, and scholarly destination for those committed to effective, inclusive, and diverse experiences in mentored undergraduate research, scholarship, and creative inquiry. SPUR advances knowledge and understanding of novel and effective approaches to mentored undergraduate research, scholarship, and creative inquiry by publishing high-quality, rigorously peer-reviewed studies written by scholars and practitioners of undergraduate research, scholarship, and creative inquiry.

Journal Audience
The audience includes many individuals interested in quality undergraduate-level education and professional preparation, such as post-secondary administrators, faculty, staff, researchers, and student mentors both on and off campus, as well as industry professionals, all those involved in the scholarship and practice of undergraduate research around the world.

The journal welcomes manuscript and proposal submissions from anyone (faculty, staff, or administrators) involved in undergraduate research, scholarship, and creative inquiry worldwide. There is no requirement that submitters be members of the Council on Undergraduate Research (CUR). SPUR does not publish the disciplinary research output from undergraduate research, scholarship, and creative inquiry experiences. If you are an undergraduate seeking to publish your work, CUR maintains a list of undergraduate research journals here.

Journal Policies
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All submitted articles are initially reviewed to ensure compliance with the SPUR manuscript guidelines. Manuscripts that do not conform will be returned to the author. The Editor-in-Chief will review the manuscript to ensure that its contents align with the aim and scope of SPUR and assign the manuscript to an associate editor responsible for shepherding submissions through the review process. Each manuscript is assigned to a minimum of two reviewers for completion of the first reviews within one month. Based on the reviews, the associate editor will make a recommendation to the Editor-in-Chief regarding the disposition of the manuscript, as follows:

- Accept with minor revision – recommended changes will not require further external review; however, the authors must make the requested revisions before publication.
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The final editorial judgment regarding the publication of manuscripts rests with the Editor-in-Chief. Questions or concerns about editorial policies and decisions should be addressed to the editors.

**Content Types**

Authors are encouraged to discuss their plans with Editor-in-Chief Patricia Ann Mabrouk before submission (p.mabrouk@northeastern.edu) to ensure the relevance of content and scope.

- **Full Manuscripts**
  Articles within the scope of SPUR can be submitted for review at any time.

- **Communications**
  Communications are shorter reports that describe new, original experimental research on undergraduate research, scholarship, and creative activity. Like full manuscripts, communications are expected to place the study in the context of the relevant current literature, clearly outlining the gap in the literature that the work is intended to fill, to describe the research methodology and results in sufficient detail that interested readers can judge the quality of the work, and offer specific conclusions and recommendations appropriate given the limitations of the study. If the work cannot be competently communicated using the abbreviated format for communication, the work should be prepared and submitted as a full paper. Communications within the scope of SPUR may be submitted for review at any time. All communications will be subject to full peer review.

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  Book reviews, invited by the book reviews editor, are published monthly on books published in the preceding 12 months. These reviews summarize the main motivation of the author or authors, the intended audience, and the central argument of the book. A publishable review is expected to identify and discuss the strengths and weaknesses of the publication. Any critique should be balanced and directed at the author’s or authors’ work.

- **Invited Commentaries**
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**Journal Style**

Follow the Chicago Manual of Style. A modified Chicago style is used for author-date text citations and references. Headline-style capitalization is used for titles. A digital object identifier (DOI) must be provided wherever it is available. Examples for common source types can be found [here](#).

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- English: American English.

- Capitalization: The journal has adopted the capitalization of white, black, and Indigenous in demographic contexts.

- Bias-free language: For freshman, sophomore, junior, and senior, the journal prefers to use gender neutral terms.
  - freshman = first-year student, first-year undergraduate
  - sophomore = second-year student, second-year undergraduate
  - junior = third-year student, third-year undergraduate
  - senior = fourth-year student, fourth-year undergraduate

- Third-person narration: The journal uses a third-person style.
  - Avoid using pronouns such as I, we, and ours.
  - Avoid the use of he/she. Use a workaround such as changing from singular to plural so that they can be used instead.

**Biographical Sketch Specifications**

Biographical sketches are uploaded as separate files from the manuscript files. They are only required for certain manuscripts and are published after the reference section of the full articles.

- Format: One Word document (separate from the manuscript file)
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- Prospectus
  - Length: 600 words
  - Format: Word (no PDFs), uploaded as Article or Review File

- Article and Review
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    - Do not include footnotes or endnotes (instead, incorporate them into the text; use author-date text citations).
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    - Abstract, Introduction, Methods, Results, Discussion, Conclusion, Data Availability Statement, IRB Statement, COI Statement, Acknowledgments, References
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  - Figures and Tables: Include Figures and Tables in the manuscript file, correctly labeled, and explicitly called out in the text.
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    - Short quotations are generally considered to be fewer than 100 words. Long (block) quotations should be indented 1/2” single-spaced. Quotations, whether short or long, are not italicized in the Chicago Style.
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  • Length: maximum of 1500 words (excluding references)
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  • Biographical sketch

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  • Book Author(s)
  • Publisher, Publisher Location, Publication Year, Number of Pages
  • ISBN (paperback), Price
  • ISBN (e-book), Price
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