PJIM □ PARSONS JOURNAL
FOR INFORMATION MAPPING

A QUARTERLY PUBLICATION ON KNOWLEDGE VISUALIZATION THEORY AND PRACTICE

SUBMISSION GUIDELINES

The Parsons Journal for Information Mapping (PJIM) accepts submissions for publication at any time. We publish original essays, academic manuscripts, interactive and non-interactive projects, and project documentation. Due to the breadth of the type of work we publish please note the specific Submission Guidelines below for the type of work you are submitting.

If you have any questions regarding submission of materials and documents, please feel free to contact us at the electronic or postal addresses at the end of this document.

Original Essays and Academic Manuscripts

Abstract Submissions

1. Please submit the following via electronic mail:

    o   Authors (all): name, highest degree, mailing address, phone, fax, e-mail, and institutional affiliation as appropriate
    o   Biography (all authors): a brief, 25-50 word biography
    o   Title: title of your submissions
    o   Keywords: a list of 5-10 keywords
    o   Abstract: description of the proposed, full submission, maximum of 250 words

2. All manuscripts and essays must be submitted and formatted in Microsoft Word or Rich Text Format.

Full Submissions (following PJIM approval for publication)

1. Please submit the following via electronic or postal mail:

    o   Authors (all): name, highest degree, mailing address, phone, fax, e-mail, and institutional affiliation as appropriate
    o   Biography (all authors): a brief, 25-50 word biography
    o   Title: title of your submission
    o   Keywords: a list of 5-10 keywords
    o   Abstract: the original 250 word description of the proposed, full submission
    o   Submission: 1 digital copy of the full essay or manuscript
    o   References: full references section listing all sources used towards the submission
    o   Graphics: images, illustrations, or graphics

2. All manuscripts and essays must be submitted and formatted in Microsoft Word or Rich Text Format.

3. All references must follow The Chicago Manual of Style. For more information please see "Reference Guidelines" below.

4. See "Images, Illustrations, and Graphics Guidelines" below for more information on submitting image files.

5. See "Material and Document Delivery Guidelines" below for more information on packaging and delivering all files to PJIM.

6. Complete and submit the PJIM Submission Agreement form located at:
   http://pjim.newschool.edu/pdfs/PJIM_SubmissionAgreement.pdf

Interactive and Non-Interactive Projects and Project Documentation

Abstract Submissions

1. All text-based documents must be submitted and formatted in Microsoft Word or Rich Text Format.

2. Please submit the following via electronic mail:

   o Authors/creators (all): name, highest degree, mailing address, phone, fax, e-mail, and
     institutional affiliation as appropriate
   o Biography (all authors/creators): a brief, 25-50 word biography
   o Title: title of your submission
   o Keywords: a list of 5-10 keywords
   o Abstract: 250 word maximum description of the proposed, full submission
   o Date: year(s) of project production and completion
   o URL: project web address if available
   o Images: maximum of 5 project images
   o Technologies: description of technologies used in the project, maximum of 250 words

Full Submissions (following PJIM approval for publication)

1. Please submit the following via electronic or postal mail:

   o Authors/creators (all): name, highest degree, mailing address, phone, fax, e-mail, and
     institutional affiliation as appropriate
   o Biography (all authors/creators): a brief, 25-50 word biography
   o Title: title of your submission
   o Keywords: a list of 5-10 keywords
   o Abstract: the original 250 word description of the proposed, full submission
   o Date: year(s) of project production and completion
   o URL: project web address if available
   o Images: maximum of 10 project images
   o Documentation: full documentation of project, maximum of 3,000 words
   o Technical brief: documentation of technologies used in the project, maximum of 3,000 words

2. All accompanying text must be typed and formatted in Microsoft Word or Rich Text Format.

3. All references must follow The Chicago Manual of Style. For more information please see
   "Reference Guidelines" below.

3. See "Images, Illustrations, and Graphics Guidelines" below for more information on submitting
   image files.

4. See "Material and Document Delivery Guidelines" below for more information on packaging and
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5. Complete and submit the PJIM Submission Agreement form located at:
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Images, Illustrations, and Graphics Guidelines

Images, illustrations, and graphics may accompany Abstracts and Full Submissions as appropriate. PJIM accepts JPG/JPEG or PNG file formats up to 300dpi resolution (or highest available). All images, illustrations, or graphics must be extracted from Microsoft Word or Rich Text Format documents and sent separately. PJIM may resize or compress image files for publication purposes.

Reference Guidelines

PJIM adheres to The Chicago Manual of Style for formatting of all headings, tables, figure, and references. For more information on The Chicago Manual of Style please visit the following URL: http://www.chicagomanualofstyle.org

Material and Document Delivery Guidelines

To ensure proper receipt of materials, PJIM limits total electronic delivery to 10Mb per submission. However, if your submission is over 10Mb you may still submit via postal mail.

If your total submission package (e.g. all required documents) is less than 10Mb, please email your package to the following address: piim@newschool.edu

If your submission exceeds 10Mb please:

1. Mail your package on CD-ROM or DVD to the following address: Parsons Journal of Information Mapping, 68 Fifth Avenue, Room 200, New York, NY, 10011
2. Email your name, email address, title of submission, and expected date of package delivery at PJIM to the following email address: piim@newschool.edu

Contact Us

The Parsons Journal for Information Mapping (PJIM) can be reached via the following:

Parsons Journal for Information Mapping
68 Fifth Avenue
Room 200
New York, NY 10011

Telephone: 212.229.6825
Fax: 212.414.4031
Email: piim@newschool.edu