

% PDF-1.4 (Sample Content)

%% [Journal Letterhead]

%% Logo: [Insert Journal Logo]

%% Poorvam: International Journal of Creative Arts & Cultural Expression

%% ISSN: XXXX-XXXX (Print) | XXXX-XXXX (Online)

%% Biannual Publication | Volume 1, Issue 1 (2024)

## # PIJCACE Author Guidelines

### ## Table of Contents

1. Aims and Scope
2. Manuscript Categories
3. Preparation Guidelines
4. Submission Procedure
5. Review Process
6. Ethical Standards
7. Copyright & Licensing
8. Publication Timeline
9. Contact Information
10. Appendix: Checklists

---

### ## 1. Aims and Scope

#### \*\*Core Focus:\*\*

Innovative research bridging:

- Creative Arts Practice
- Cultural Theory
- Interdisciplinary Scholarship

#### \*\*Detailed Fields:\*\*

Visual Arts	Performing Arts	Literary Arts	
-----	-----	-----	
- Painting	- Theatre Studies	- Poetry	
- Digital Art	- Dance Forms	- Literary Fiction	
- Photography	- Musicology	- Critical Theory	
- Sculpture	- Performance Art	- Translation Studies	
Media Arts	Cultural Studies	Philosophy of Arts	
-----	-----	-----	
- Film Analysis	- Folklore	- Aesthetics	
- Game Design	- Heritage Studies	- Postcolonial Theory	
- VR/AR Arts	- Gender in Art	- Indian Natyashastra	

---

### ## 2. Manuscript Categories

#### \*\*2.1 Research Articles\*\*

- Empirical/Historical Studies (5,000-8,000 words)

- Must include: Abstract, Keywords, Structured Sections

**\*\*2.2 Creative Works\*\***

- Poetry (3-8 poems)
- Short Fiction ( $\leq 5,000$  words)
- Accompanying 1,000-word critical commentary

**\*\*2.3 Review Essays\*\***

- Critical surveys of recent scholarship (4,000-6,000 words)

**\*\*2.4 Practice-Based Research\*\***

- Documentation of artistic projects with analysis

---

**## 3. Preparation Guidelines**

**\*\*3.1 Text Formatting\*\***

- MLA 9th Edition (<https://style.mla.org>)
- 12pt Times New Roman | 1.5 Line Spacing
- Margins: 2.54 cm (All sides)
- Paragraphs: First line indent 0.5"

**\*\*3.2 References\*\***

`` Example:

Dissanayake, Ellen. *\*Homo Aestheticus\**. U of Washington P, 1995.

Kapur, Anuradha. "Impersonation, Narration, Desire in the Indian Theatre."

*\*TDR\**, vol. 43, no. 4, 1999, pp. 94-118.

**3.3 Visual Material**

Resolution: 300+ DPI

Formats: TIFF/JPEG (Images), EPS (Vector)

Caption Format:

Figure 1: Title (Medium, Dimensions). © Artist Name, CC-BY-NC.

**3.4 Mandatory Template**

Download: [www.pijcace.in/assets/templates/pijcace-template.docx](http://www.pijcace.in/assets/templates/pijcace-template.docx)

**4. Submission Procedure**

**4.1 Online Portal**

Register: [www.pijcace.in/submit.php](http://www.pijcace.in/submit.php)

Upload:

Manuscript (Anonymous)

Title Page (Separate PDF with author details)

Optional: Cover Letter (PDF)

#### 4.2 Cover Letter Content

Suggested Reviewers (3 names with emails)

Competing Interests Declaration

Previous Submissions History

#### 5. Review Process

Stages

Initial Screening (7 days)

Open Peer Review (6-8 weeks)

Reviewers see author identity

Author sees reviewer comments

Revision Period (4 weeks)

Final Acceptance

Decision Types

Accept with Minor Changes

Revise & Resubmit

Reject with Feedback

#### 6. Ethical Standards

##### 6.1 Originality

≤15% Similarity Index (Excluding References)

##### 6.2 Authorship

Include ORCID iDs

Specify Contributor Roles (CRediT Taxonomy)

##### 6.3 Cultural Sensitivity

Avoid exoticization of traditions

Use preferred community terminology

## 7. Copyright & Licensing

Author Rights:

Retain copyright

Grant PIJCACE first publication rights

User Rights:

CC BY-NC-ND 4.0 License

Full attribution required

## 8. Publication Timeline

graph LR

A[Submission] --> B(Jan 1 - Mar 31)

A --> C(July 1 - Sep 30)

B --> D{June Issue}

C --> E{December Issue}

## 9. Contact Information

Editorial Office:

Poorvam, Dhvani Publication

Email: [editor@pijcace.in](mailto:editor@pijcace.in)

Website: [www.pijcace.in](http://www.pijcace.in)

Submission Queries:

+91XXXXXXXXXX (Mon-Fri, 10 AM - 5 PM IST)

## 10. Appendix

Submission Checklist

☐ Anonymous manuscript (.docx)

☐ Title page with:

150-word abstract

5 keywords

Author bio (50 words)

☐ High-res images (if any)

☐ Copyright permissions

Author Declaration Form

Available: [www.pijcace.in/author-declaration.pdf](http://www.pijcace.in/author-declaration.pdf)