

Guidelines for special issues of the BJES

1. Applications are welcomed for special issues of the BJES on a topical problem or theme relevant to the interests of the Journal.
2. Applications should be submitted by the proposed guest editor of a special issue, to be sent in the first instance to the Editor/s of the Journal.
3. It is expected that there will normally one special issue of the Journal published per volume, to be approved by the Editorial Board.
4. Applications for a special issue of the Journal may be of one of two types:
 - a) Based on an appropriate problem or theme with the proposed authors of papers already agreed. In this case the application should include a general specification by the applicant, a rationale for devoting a special issue to the topic, a clear case that the special issue will comprise a distinctive, original and significant contribution to the national and international field of study, a paragraph with details on the proposed authors, and an abstract of each of the proposed papers.
 - b) Based on an appropriate problem or theme with the proposed authors not yet agreed. In this case the application should include a general specification by the applicant, a rationale for devoting a special issue to the topic, and a clear case that the special issue will comprise a distinctive, original and significant contribution to the national and international field of study. If approved by the Editorial Board an advertisement will be placed in the Journal and on the Journal website to call for papers for the special issue within a set timeframe.
5. When an application for a special issue of the Journal is approved by the Editorial Board, the Editor/s will appoint a member of the Editorial Board to consult with the guest editor on the timeframe and planning of the special issue, and on appropriate peer reviewers.
6. All proposed papers for a special issue will be subject to peer review within a set timeframe. Where they are not approved for publication in the special issue they may be considered at the discretion of the Editor/s for publication in a general issue of the Journal. Where insufficient papers of appropriate quality and relevance have been proposed or produced the special issue may be postponed or cancelled by the Editor/s in consultation with the Editorial Board.
7. Special issues will be allocated a deadline and a specific volume and issue and final copy for publication will be provided in good time for this purpose.
8. The guest editor of a special issue will provide an introduction to the special issue which will be subject to review by the Editor and consultant from the Editorial Board.