

Instructions to Authors

Manuscript Preparation. Manuscripts must conform either to the *Publication Manual of the American Psychological Association*, 5th Edition (2001) or to the *MLA Style Manual* 6th Edition (2003). Manuscripts also must conform to the guidelines for avoiding ethnic biases and sexist language.

Research involving the use of human subjects must be approved by an institutional review board to be published in *WJC*.

Manuscripts must not be under consideration by another publication. Along with the manuscript prepare a separate file as a cover letter. In this file include a history of the manuscript, whether it is derived from an M.A. or Ph.D. thesis with the advisor's name, whether it has been presented at a convention, or other pertinent information about its development. On submission you will also be asked to provide an abstract of 100 words or less with a list of five suggested key words.

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To submit a manuscript, log-in and select "Author Center." Then follow the online instructions.

Direct inquiries to A. Cheree Carlson, Editor, *Western Journal of Communication*, Hugh Downs School of Human Communication, Arizona State University, PO Box 871205, Tempe, AZ 85287-1205 USA. Email: western.journal@asu.edu.

Tables and Figures. Tables and figures should not be embedded in the text, but should be included as separate sheets or files. A short descriptive title should appear above each table with a clear legend and any footnotes suitably identified below. All units must be included. Figures should be completely labeled, taking into account necessary size reduction. Captions should be typed, double-spaced, on a separate sheet. All original figures should be clearly marked in pencil on the reverse side with the number, author's name, and top edge indicated.

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