

Author / Manuscript Submission Guide

Landscape Journal is edited in the Department of Landscape Architecture, College of Agriculture, Food and Environment, University of Kentucky, in cooperation with the Council of Educators in Landscape Architecture (CELA). The *Journal* is published bi-annually (spring and fall) by the University of Wisconsin Press. The editor welcomes submissions about design, planning, and management of the land from around the world. Full-length submissions are evaluated through a double-blind peer review process. Book Reviews are also published.

The primary materials published are peer-reviewed articles and often oriented to traditional research with an academic format based on sound scholarship. Papers generally fall into one of five categories: deductive empirical research; inductive empirical research; critical evaluation; emerging techniques, models, or demonstrations; and reflections. Articles invited by the editors may or may not be peer reviewed. Topics may include responses to articles previously published in the *Journal*, speculative or interpretive essays, appraisals of work in developing areas, and approaches to education, among others.

Although a paper's length is often closely tied to the subject matter, we seek to publish articles that cover the topic in approximately 7200 words inclusive of the title, abstract (<250 words), keywords (six maximum), tables, figures, references (American Psychological Association—APA), acknowledgements, and author biograph(s) (~100 words).

Submissions are welcomed from a broad array of disciplines and professions; we hope that they will contribute to one or more of the ten standard CELA scholarly tracks:

- Communication and Visualization
- Design Education and Pedagogy

- 24 • Design Implementation
- 25 • History, Theory, and Culture
- 26 • Landscape Performance
- 27 • Landscape Planning and Ecology
- 28 • People-Environmental Relationships
- 29 • Service-Learning & Community-Engagement
- 30 • Sustainability
- 31 • Urban Design

32 *Landscape Journal* normally operates on a double blind peer review process that uses reviewers
33 from professional practice and a variety of academic backgrounds in addition to the Editorial
34 Office personnel and board. The Editorial Office personnel will perform an initial submission
35 review for journal relevance. During this review phase, there is also a compliance assessment
36 with the Author / Manuscript Submission Guide author guide for completeness and accuracy.
37 Submissions can be returned at this stage without peer review. The next phase involves sending
38 out the materials with a goal of receiving at least three returned reviews before a decision is
39 made by the Editor. There are a number of decision categories used by the Editor when
40 responding to the author after review including: Accept, Accept Conditional, Reject with the
41 invitation to resubmit, and Reject. Accept and Accept Conditional will likely require some Editor
42 requested modifications to comply with journal standards and word count/choice. Decisions
43 made by the Editor are final. The Author / Manuscript Submission Guide is subject to
44 modification by the Editor. The Editor welcomes communication with perspective authors to
45 gain insight about the journal, submission topic interest, and the review process.

46 **Book Reviews**

47 As the Editor, I welcome the opportunity to publish Book Reviews in each issue following
48 Editorial Office review and acceptance. Most books have value; the question is whether the book
49 is valuable enough to recommend to readers and how/why the reviewer arrived at that
50 conclusion. It is also critical to recognize and point out that not all books are valuable for all
51 audiences or they are only valuable in particular contexts. In general, an emphasis is placed on
52 book reviews for the academic (own use or student use) and/or the practitioner reader, and the
53 book is reviewed in context with other relevant books. At about 750 words, the piece should get
54 the writer/reader to the point. The review should also address the book's graphic qualities (e.g.
55 cover/jacket, media, printing, figures) as well as provide essential publisher details, costs, and
56 formats. Include a weblink to the publisher's webpage if available. Ideally, reviews should be
57 timely and received no later than 12 months post the book's publishing date. In some instances,
58 later submissions will still be considered for publication. Scholars may propose a title for review
59 or ask the Editorial Office for suggestions. The Editorial Office often receives books to be
60 reviewed from authors and publishers. The Editor is willing to consider reviews of other media,
61 such a films, on a case-by-case basis.

62

63

Submission Procedures

64 A. Please make all submissions through the electronic submission system found at
65 <https://lj.msubmit.net/>. New users will need to register. Once registered you can make your
66 submission as well as check on the status of your submission. The system enables the
67 editorial staff the ability to track submissions and communications throughout the review
68 process. Please fill out your personal profile as completely as possible.

69 B. The digital submission should contain the following:

- 70 • Manuscript file in MS Word (.docx) format with figures and tables placed in the body of
71 the manuscript to make it easier for people involved in the review process. Images do not
72 have to be high quality in this document but should be clear when printed. Include
73 captions with your figures and tables and make sure they are numbered consecutively.
74 Text should not wrap around any figure(s) or table(s). Do not submit Adobe Portable
75 Document Format files (.pdf).
- 76 • Include high quality figure files as individual files and label each figure file name
77 consecutively as in AuthorSurName_Figure01.tif. Figures should be submitted as
78 separate files in TIF (preferred), EPS (preferred for lineart), .jpg, .bmp, or .png format
79 (see “Artwork” elsewhere in this document for more information).

80

81 C. The Editorial Office personnel will attempt to invite reviewers that are technically

82 experienced from around the world and, based on each submission, have no known conflicts
83 of interest. Conflicts of interest typically include current employment at the same institution,
84 financial sponsors, close faculty–student relationships, or being direct collaborators on work
85 within the last 5-years. There may be additional reasons to consider conflict of interest; when
86 in doubt consult with the Editor or exclude the person as a possible reviewer. During the
87 online submission process, please identify possible peer reviewers as well as reviewers you
88 wish to exclude. Please include the suggested reviewer’s name, email address, and
89 institution/organization to help the Editorial Office personnel locate the person if selected for
90 a review invitation. If you identify anyone to exclude, please indicate why you wish to
91 exclude a particular person from a possible review as part of the cover letter. One example to

92 exclude someone is that person has previously reviewed the submission because the author
93 sought a review individually or was required to do so prior to submission to *Landscape*
94 *Journal*. Some authors send pre-submission drafts through in-house and professional editing
95 services and these people who have read the submission prior to submission the *Landscape*
96 *Journal* should be excluded from the double-blind peer review process.

97
98 D. To allow for double blind review, do not place your name or other identifying information in
99 the text in a way that a reviewer could identify the author(s). However, the absence of your
100 name in a reference that contains all the other information might identify you as the
101 submission's author.

102
103 E. Simultaneous submission of essentially the same paper to other journals is unacceptable.
104 Manuscripts previously published elsewhere, either in a literal or an approximate form,
105 cannot be accepted. If in doubt, consult the Editor.

106

107

Submission Organization

108 **Cover Letter Contents** (for Editorial Office as the first text document)

109

- 110 1. Briefly explain how your submission fits within *Landscape Journal* while including 3–5
111 bulleted scholarship highlights that are made in the submission and not duplicated in the
112 abstract.
- 113
114 2. Statement indicating that the submission has not been published already and/or under
115 consideration in any other publication formats elsewhere. The Editorial Office may use
116 appropriate means to check for submission originality and other ethical publishing issues.
- 117
118 3. Statement affirming your desire to have the submission reviewed by the *Landscape*
119 *Journal* Editorial Office, potential peer reviewers, and a desire for publication if
120 accepted.

121

- 122 4. Paragraph explaining each author’s contribution to the submission.
123
- 124 5. Acknowledgements of people that helped with data collection, editing, submission
125 commenters (if used), as well as funding source(s) and compliance with relevant laws and
126 regulations when it comes to at least animal/human subjects and hazards. For instance,
127 Institutional Review Board (IRB) clearance affirmation is one example. If funding and/or
128 IRB approvals were not used or required, please state this as well.
129
- 130 6. All authors will disclose in the submission package any substantive or financial conflicts
131 of interest that could be construed to influence the results and/or interpretation of the
132 manuscript. If no conflicts exist, please state that as the case for each author.
133
- 134 7. Author Biography (up to 100 words for each author) as individual paragraphs.
135
- 136 8. Word Count (text and references) as well as a count of figures, tables, captions, and
137 references.
138

139 If a submission is accepted for publication, additional forms will be supplied and required to
140 be completed and signed by each author. Typically, these are the License to Publish and
141 Image License Agreement forms that will need to be completed before the copyedit stage can
142 begin. The forms are supplied by the Editorial Office and are returned to the University of
143 Wisconsin Press by the corresponding author via a single email.
144

145 **Peer Reviewer Package** (Editorial Office and Peer Reviewers as a second text document)
146

147 Page 1

148 Manuscript Title Page

149 Abstract (150 to 250 words—double space)

150 Keywords (six maximum and without article title word repetition)

151 Page 2

152 Main Text Body with headings and sub-headings as appropriate

153 Double space

154 Tables and figures with captions placed within the text body. We ask that you place the
155 tables and figures in the main text body so that it is easy for the editors and reviewers
156 to see the material in the context of the text. High-quality figures are uploaded
157 separately and will be used if the submission is accepted.

158 Page X (start on a new page)

159 References

160 Double space

161 Flush left with hanging indent

162 Alphabetize entries by author's surname
163 Follow the APA (Sixth Edition) publication manual. Common examples are provided
164 elsewhere in this document.

165
166 **Additional Files** (for Editorial Office)

167
168 The additional files should be the higher quality images used in the submission that are needed
169 by the University of Wisconsin Press for layout if the submission is accepted. Please follow the

170 **Preparation of Artwork for Submission at**

171 https://uwpress.wisc.edu/journals/preparing_illustrations.html. As part of the initial submission
172 review, the Editorial Office is likely to check for completeness and standard compliance. These
173 files should not be combined into the file that is supplied to the peer-reviewers through the
174 submission process.

175
176 **Optional Supplemental Files**

177 It is possible to include a digital supplemental file for readers to download from the University of
178 Wisconsin Press website if the article is accepted. For instance, a Keyhole Markup Language
179 (KML or KMZ) file could be provided so that readers can “visit” the landscape addressed in the
180 manuscript via Google Earth. In conjunction with an accepted visual preference article, the
181 author(s) could include a complete survey and the images used so that other scholars could
182 replicate the study with a different participant sample. In some qualitative studies, supplemental
183 material in the form of expanded transcripts or audio/video recordings could be provided. Other
184 file formats can be accommodated, if you are interested please consult with the Editor to discuss
185 what you have in mind. In all cases, the legal right to use (redistribute) the digital file(s) must be
186 secured by the author(s). The author(s) will provide the Editorial Office with all materials who
187 then will supply the materials to the University of Wisconsin Press.

188

STYLE GUIDE ESSENTIALS

189

Use Microsoft Word as the primary software application for the text of the article as well as the

190

cover letter. Materials submitted as Adobe Portable Document Format (.pdf) files will be

191

rejected by the Editorial Office.

192

193 Formatting Guidelines

194 Text documents are:

195

- Letter sized (8.5" × 11")

196

- Portrait orientation. Landscape orientation can be used in some situations for tables and figures for the review document. If the submission is accepted, layout decisions are made on a case-by-case basis.

198

199

- 2.5 cm (1-inch) margins on all sides

200

- Use continuous page numbering

201

- Use continuous line numbering

202

- Double line spaced

203

- Times New Roman, 12-point

204

- Single space between the end of one sentence and the start of the next sentence

205

- Remove extraneous spaces, tabs and other format notations

206

- Single column

207

- International System of Units (SI). You are free to use additional units to give clearer meaning to your work in parentheses if you desire and the Editor concurs.

208

209

- References: One-half inch, hanging indent and alphabetize by first author surname following the *Publication Manual of the American Psychological Association* (Sixth Edition). Digital Object Identifiers (DOIs) are encouraged when available.

210

211

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213

Figure files will follow the **Preparation of Artwork for Submission** document at

214

https://uwpress.wisc.edu/journals/preparing_illustrations.html. Tagged Image File Format (.tif or

215

TIFF) or Encapsulated Postscript (.eps) for line illustrations are the preferred formats although

216

.jpg, .bmp, .png can be used in some situations. There are extra costs for the author(s) when

217

using color in the print copy while the online version can use color figures without an additional

218

cost.

219 [Page One Example]

220 The title is Times New Roman 18-point, bold, centered, and in title case format. If a subtitle is
221 used, the first word is capitalized as well as any proper nouns.

222 **Landscape Journal Style Guide: The essentials of**
223 **submitting an article for publication**
224

225 **ABSTRACT** The abstract succinctly lays out the paper’s main points. “Abstract” is all caps,
226 bold, and followed by two spaces. Abstract text begins on the same line. The abstract should be
227 one paragraph with no more than 250 words. Abstracts can vary in structure but as a starting
228 point, there are often six content items to be addressed in a typical abstract for publishing in
229 *Landscape Journal*. Other approaches can also work depending on the submission. These content
230 items typically can be addressed via six prompting questions. The questions include:

- 231 1. What is the submission about?
232 2. What is the problem or need?
233 3. What is the question, need, or hypothesis?
234 4. How was the question addressed (method/approach)?
235 5. What was learned?
236 6. What does it mean or what should the reader do because of your work?

237

238 **KEYWORDS** Ecology, stormwater, performance, cartographic modeling, Eastern Deciduous
239 Forest, fire

240 Keywords are below the abstract. “Keywords” is all caps, bold, and followed by two spaces. Up
241 to six substantially important article keywords/phrases are listed on the same line. Keywords
242 should not be repeated from the title or subtitle. The first letter of the first keyword is capitalized
243 as well as any proper nouns.

244 **[Page Two Example]**

245

246 **Body Text and Headings**

247 The headings are important to help organize and show the relative importance of the different
248 sections to the reader. Three heading levels are typically sufficient to organize *Landscape*
249 *Journal* submissions so that the author can communicate to the reader. In order to facilitate
250 article production, we slightly deviated from the standard for first order headings. If additional
251 heading levels are desired, please consult the *Publication Manual of the American Psychological*
252 *Association* (APA) (Sixth Edition) for guidance.

253

254 **First Order Heading**

255

256 There is a single paragraph return between first order heading and text. Center and capitalize the
257 first letter of each major word (title case). There is no indentation on the first line of the first
258 paragraph.

259 This is the second paragraph, which begins with a one-half inch indentation. Each
260 subsequent paragraph contained within this first order heading follows the same format.

261

262 **Second Order Heading**

263 Precede the second order heading with a line space. Type all heading words flush left in boldface
264 and capitalize the first letter of each major word (title case). There is no paragraph return
265 between the second order heading and text, and no indent on first paragraph. Begin the text on
266 the following line.

267 This is the second paragraph, which begins with a one-half inch indent. Each subsequent
268 paragraph contained within this second order heading follows this same format.

269

270 **Third order heading.** Type all heading words in boldface. The first word is capitalized and the
271 remaining words are lower case unless a proper noun. The heading is concluded with a period.

272 This is the second paragraph, which begins with a one-half inch indent. Each subsequent
273 paragraph contained within this third order heading follows the same format.

274

275 **Bulleted Lists**

276 A bulleted list is a typographical method of pulling serial information out of a sentence or
277 paragraph. As such, a bulleted list should always be preceded by a colon, can contain
278 punctuation, and can contain connective conjunctions. Please be consistent with the use of
279 ending punctuation in list items.

280 Upon completion of this module, students will be able to perform the following tasks:

- 281 • Model land use change and illustrate scenarios;
- 282 • Revise assumptions and re-run the analysis;
- 283 • Determine model acceptance, modification, or rejection.

284

285 **Numbered Lists**

286 A numbered list is used to connote ordinal position in a series or progression. As such, a
287 numbered list should always be preceded by a colon. Please be consistent with the use of ending
288 punctuation in list items.

289

290 To engage the community in scenario creation, the design team had to:

- 291 1. collect base data and develop a scope of work,
- 292 2. build an interactive digital model of the space,
- 293 3. create a digital newsletter and blog,
- 294 4. arrange for a facilitator to run the meetings and solicit scenario comments.

295

296 **Page and Line Numbering**

297 Number all pages in the upper-right hand corner using Arabic numerals one inch down from the
298 top and flush with the right margin. Use continuous line numbering to help the Editorial Office
299 and reviewers provide an efficient way to comment on the submission.

300

301 **Common and Scientific Names**

302 Common and Scientific names are expected to be used in the following format *common name*
303 (*Genus species*).

304

305 **Footnotes and Endnotes**

306 *Landscape Journal* generally does not use footnotes and/or endnotes. We prefer to include the
307 essential materials in the text and use the author-date references to indicate additional materials
308 as needed for the reader.

309

310 **Common Words / Phrases**

311 *Landscape Journal* standardizes on the spelling of some words and phrases. The current list of
312 preferred spellings include: dataset, deepwater, floodplain, stormwater.

313

314 Miscellaneous Text Formatting

315 Closing double or single quotation marks always follow punctuation.

316

317 The resulting scheme of criteria, and the approach to practice with form I have given the
318 title: “aesthetics of thrift.”

319 Finally, in the development of this approach to aesthetic teaching, I have employed
320 studies and methodologies utilizing “research by design.”

321 “Where else can we turn for an accurate model of the world and ourselves but to
322 science?” (McHarg, 1969, p.29).

323 “trained...in reading the landscape as allegory” (Brook, 2008, p.111).

324

325 The *Journal* uses Americanized quote marks—only use single quotes when a quote within a
326 quote appears.

327 As Horace Greeley said, “Go West young man.”

328 As Wikipedia explains, “Josiah Bushnell Grinnell claimed in his autobiography that
329 Horace Greeley first addressed the advice to him in 1833, before sending him off to
330 Illinois to report on the Illinois Agricultural State Fair. Grinnell reports the full
331 conversation as, ‘Go West, young man, go West. There is health in the country, and room
332 away from our crowds of idlers and imbeciles.’ ”

333 Clauses are separated by an em-dash (Press Ctrl+Alt+Minus (on the numeric keypad)).

334 Even the latest trend in landscape architecture—landscape urbanism—has ties to
335 McHarg’s work.

336 Always use an en-dash in number ranges (including page ranges in references) (Press
337 Ctrl+Minus (on the numeric keypad)).

338 Items 1–4 are being used to show

339 Respondents ages 25–60 were asked to rate

340

References

341 References and in-text citations are a common obstacle for authors during the review process. At
342 the time of submission, it is the author's responsibility to ensure accuracy, completeness, and
343 consistency of references. Refer to the *Publication Manual of the American Psychological*
344 *Association* (Sixth Edition) for citation types not provided below. The manual can be purchased
345 at <http://www.apastyle.org/manual/> and other locations.

346 Every author-date citation in the text or captions should have a corresponding entry in the
347 "References" at the end of the paper. When quoting directly from a work, include the appropriate
348 page number(s). Every entry in the references or captions should have a corresponding citation in
349 the text.

350

Book

352 Tomlin, C.D. (2013). *GIS and cartographic modeling*. Redlands, CA: Esri Press.

353 Zeisel, J. (2006). *Inquiry by design: Environment/behavior/neuroscience in architecture,*
354 *interiors, landscape, and planning*. New York, NY: W.W. Norton & Company, Inc.

Book with organization as author

356 American Psychological Association. (2009). *Publication manual of the American Psychological*
357 *Association* (6th ed.). Washington, DC: American Psychological Association.

Book with more than one author or editor

359 Deming, M.E., & Swaffield, S. (2011). *Landscape architectural research: Inquiry, strategy,*
360 *design*. Hoboken, NJ: Wiley.

Book (editions)

362 Bell, S. (2008). *Elements of visual design in the landscape*. (2nd ed.) New York, NY: Routledge.

363 Tyler, N., Ligibel, T.J., & Tyler, I.R. (2009). *Historic preservation: An introduction to its*
364 *history, principles, and practice*. (2nd ed.) New York, NY: W.W. Norton & Company,
365 Inc.

366 **Book (article/chapter from edited volume)**

367 Holland, M.J. (2015). Memory work: The submissions to the Oklahoma City Memorial
368 Competition. In M.E. Deming (Ed.), *Values in landscape architecture and environmental*
369 *design: Finding center in theory and practice* (pp.102–118). Baton Rouge, LA: Louisiana
370 State University Press.

371 **Journal article**

372 Francis, M. (2001). A case study method for landscape architects. *Landscape Journal*, 20(1), 15–
373 29. doi:10.3368/lj.20.1.15

374 Russell, V.L. (2001). You dear old prima donna: The letters of Frank Lloyd Wright and Jens
375 Jensen. *Landscape Journal*, 20(2), 141–155. doi:10.3368/lj.26.1.10

376 Crankshaw, N., Brent, J.E., & Campbell Brent, M. (2016). The Lost Cause and reunion in the
377 Confederate cemeteries of the North. *Landscape Journal*, 35(1), 1–22.
378 doi:10.3368/lj.35.1.1

379 **Government report**

380 If a report is attributed to more than six named authors (see example below), list the first six
381 authors, use an ellipses in place of the seventh through *n*th authors, and then provide the final
382 author name preceded by an ampersand. In some government reports, the author can be the
383 agency or specific office or institute.

384

385

386 Jones, K.B., Riitters, K.H., Wickham, J.D., Tankersley, Jr., R.D., O'Neill, R.V., Chaloud, D.J.,
387 . . . , & Neale, A.C. (1997). *An ecological assessment of the United States Mid-Atlantic*
388 *Region: A landscape atlas*. (EPA/600/R-97/130) Washington DC: United States
389 Environmental Protection Agency. Office of Research and Development. Retrieved from
390 https://www.srs.fs.usda.gov/pubs/misc/epa_600_r-97_130.pdf

391 **Theses and dissertations**

392 Tyng, A.G. (1975). *Simultaneous randomness and order: The Fibonacci-Divine proportion as a*
393 *universal forming principle*. (Doctoral dissertation) University of Pennsylvania,
394 Philadelphia, PA.

395 **Conference presentation**

396 Li, M. (2017, May). Bioretention performance with design parameters using decision tree model.
397 Oral presentation at the meeting of the Council of Educators in Landscape Architecture
398 (CELA) and the Chinese Society of Landscape Architecture Education Committee
399 (CLAEC). Beijing, People's Republic of China.

400 **Film**

401 Whyte, W.H. (Director & Writer). (1980). *Social life of small urban spaces* [Documentary].
402 United States: Municipal Art Society of New York.

403 Protes, D. (Producer), & Baer, G. (Host). (2016). *Ten parks that changed America*
404 [Documentary]. 10 that changed America series. United States: WTTW Chicago

405 **Presentation or competition**

406 Cutler, J., & Smith, M. (1991). Salem Tercentennial Competition. Entry boards.

407 **Website (include full URL)**

408 American Planning Association. (n.d.). LBCS Standards (Land-Based Classification Standards).

409 Retrieved from <https://www.planning.org/lbcs/standards/>

410 Olin. (2017). The J. Paul Getty Center. The Landmark Award, 2017 Professional Awards,

411 American Society of Landscape Architects. Retrieved from

412 <https://www.asla.org/2017awards/327413.html>

413 Andropogon Associates. (2016). Weather-Smithing: Assessing the role of vegetation, soil, and

414 adaptive management in urban green infrastructure performance. Research Category—

415 Honor Award, 2016 Professional Awards, American Society of Landscape Architects.

416 Retrieved from <https://www.asla.org/2016awards/170435.html>

417 **Multiple references with single author**

418 Halprin, L. (1962a). *The Shape of Erosion*. . . .

419 Halprin, L. (1962b). *Notebook 15*. . . .

420 Halprin, L. (1972). *Notebooks 1959–1971*. Cambridge, MA: The MIT Press.

421 **Personal communication—Interview, letter, email, conversation**

422 Communication types that are not retrievable by a reader are cited in the text using the following

423 format and are not included in the reference list.

424 I.L. McHarg (personal communication, March 5, 2001) exclaimed . . .

425 . . . (D. Kiley, personal communication, February 21, 2004).

426

427

In-text Citations

428 The term author can refer to a person, editor, compiler, or organization. Abbreviations (ed.,
429 comp.) are not included. Use first initial when more than one author with the same last name
430 exists. Add alphabetical identifiers to the date (2001a, 2001b, etc.) when multiple works by the
431 same author(s) within the same year occur.

432

433 One work by one author:

434 (Tomlin, 2013) or C. Dana Tomlin (2013)

435 (Pennsylvania State University, 2005) or The Pennsylvania State University (2005)

436

437 One work by two authors:

438 Deming and Swaffield (2011); (Deming & Swaffield, 2011)

439

440 One work by three to five authors:

441 Eisner, Gallion, and Eisner (1996); Eisner et al. (1996); (Eisner, Gallion, & Eisner,
442 1996); or (Eisner et al., 1996).

443

444 One work by six or more authors:

445 Lee et al. (2017) or (Lee et al., 2017)

446

447 Multiple works by same author:

448 Separate references by a comma, *in ascending order by year*. If page numbers are specified use a
449 semicolon as a separator.

450 (Nassauer, 1993, 1997)

451 (Nassauer, 1993, pp.23–24, 1997)

452 Multiple works by different authors:

453 Separate references by a comma, *in ascending order by year*. If page numbers are specified use a
454 semicolon as a separator.

455 (Nassauer, 1997; Purcell, 1998, p.23; Talke, 2009)

456 Listing multiple references:

457 Use a semicolon to separate references. List references in alphabetical order by author's
458 surname.

459 (Craig, 2003, p.82; Kulka, 1993; Smith, 2001; Sybil et al., 1996, pp.23–24)

460

461 Citations at the end of sentences:

462 In-text references are enclosed by periods.

463 Instead, by 1985, development there used the conventional curb-and-gutter system
464 (Girling & Helphand, 1994, pp.166–167).

465

466 Cited quotations are enclosed by quotation marks and followed by the in-text citation and
467 period.

468 “Words can describe physical forms, but they do not (or did not) originate them; nor can they
469 perform operations upon them” (Olin, 1988, p.155).

470

471 Tables

472 The table title appears above the table, with notes or explanation below table. Please construct
473 tables using the table feature (Insert menu →Add a Table) in Microsoft Word. Tables are
474 typically located immediately following the paragraph where it is first mentioned. See section
475 5.07–5.19 of the *Publication Manual of the American Psychological Association* for guidance.

476

477 Figures

478 Figures are an important part of an article. Figures can include graphs, charts, maps, drawings,
479 photographs, and images. There also needs to be a caption for each figure. The caption explains
480 the figure succinctly and serves as a figure title. In some cases, legends need to be provided to

481 explain the symbols / patterns used in the figure. In general, please be sure the legend and other
482 image details are legible in the size of the *Landscape Journal* format. Figures are typically
483 located immediately following the paragraph where it is first mentioned. See section 5.20–5.30
484 of the *Publication Manual of the American Psychological Association* for guidance. Figures also
485 have to comply with the **Preparation of Artwork for Submission** guidelines of the University
486 of Wisconsin Press (see “Artwork”).

487

488 **Artwork.** Consult the **Preparation of Artwork for Submission** on the University of Wisconsin
489 Press website for the digital resolution of graphic images
490 https://uwpress.wisc.edu/journals/preparing_illustrations.html. Authors must obtain permission
491 to use all images owned or created by others. When obtaining permission, **be sure** to ask the
492 source how they would like to be mentioned—this text will be used to show you have permission
493 to use the art. (For example: *Image courtesy of The National Archives.*) Images taken from the
494 “web” must have permissions accompanying them. Google Maps, and Google Earth have a great
495 resource should you like to use one of their images—see
496 <https://www.google.com/permissions/geoguidelines.html>.

497

498 **Captions**

499 The caption is a critical article component. The caption should explain the figure, serve as a
500 figure title, and stand on its own as a description. The reader should not have to refer to the text
501 to discern the figure’s meaning and importance. There should be an acknowledgement of the
502 figure creator.

503

Peer Reviewers

504

The *Journal's* focus is the design, planning, and management of the land. The Editor spends

505

considerable time after reviewing the submission in selecting submission reviewers. The

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objective is to receive at least three reviews before a submission decision is made. The Editor

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makes decisions on who to ask for a review on a submission-by-submission basis and seeks

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reviewers from around the world depending on relevant expertise.

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Reviewers are asked to bear in mind fundamental questions of how the manuscript in

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review contributes to the scholarly understanding of design, planning, and management of the

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land. Reviewers are expected to consider the originality of the submission and how it may

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elevate discourse about and expand knowledge. Reviewers are asked to give careful

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consideration to how the manuscript explicitly considers the academic and/or practice

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communities and the importance to what we do professionally. The Editor highly values

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Reviewer comments when determining manuscript decisions. Reviewers are asked to provide

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feedback concerning originality, importance, clarity, and length. Reviewers are encouraged to

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make a decision recommendation to the Editor as well as provide confidential remarks to the

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Editorial Office to be used to help make a decision. In addition, Reviewers typically provide

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individual remarks to the Author(s).

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Schedule

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Some papers are accepted or rejected outright; others may require major or minor revisions in

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accord with reviewers' comments. Once a paper is accepted, the editing and printing process

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takes approximately six months. Given our bi-annual schedule, the optimal goal is to publish

525 articles anywhere from six to twelve months after acceptance. Your help is greatly appreciated in
526 responding to communications and proofing stages in a prompt fashion.

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529 One complimentary copy of the *Landscape Journal* issue in which your article appears will be
530 mailed to you. **Please make sure your mailing address is current in the electronic**
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