

# *Employee Relations Law Journal*

## **AUTHOR GUIDELINES AND PUBLICATION POLICY**

*Employee Relations Law Journal* (ERLJ) is a quarterly subscription-based journal published by Wolters Kluwer Law & Business that focuses on labor and employment law issues. ERLJ is directed to in-house counsel, corporate human resources executives, and attorneys concentrating in employment law. Articles should be written to meet the needs of this audience.

### **Publication Policies**

ERLJ encourages the submission of manuscripts from experts in the field. Manuscript submission implies a commitment to publish in ERLJ. Previously published articles and articles under review by other publications are not acceptable except in rare cases. Articles adapted from book-length works in progress will be considered for prior publication, with attention given to the necessary copyright arrangements.

ERLJ emphasizes quality and clarity of exposition. In assessing potential contributions, ERLJ considers the value of the information to ERLJ's audience, the substantive contribution to the broadly defined field of employee relations law, and the overall quality of the manuscript. The decision to publish is made by the Editor-in-Chief.

ERLJ strives to analyze complex information and provide clear, concise analysis and guidance to our readers. Our tone is practical and readable. The use of extensive endnotes and citations is discouraged.

### **Guidelines For Authors**

Articles should be approximately 12 to 35 double-spaced pages in length. Please use as few notes as possible. Notes deemed essential should be presented in endnotes double-spaced at the end of the article.

Authors are encouraged to talk with the Editor-in-Chief prior to preparing and submitting their articles.

Text should be submitted via e-mail in Microsoft Word format, as an attachment.

Type subheads flush left, with a one-line space above and below.

Articles should be written in neutral, third-person voice. "You," "I," "We," and similar terms will be changed. "This article" is discouraged.

Articles must appear as continuous prose, with full sentences. Outline format must be converted to ordinary paragraphs with transitional sentences. An author's internal headings should not be relied on as the sole means of making points or transitions.

First reference to any persons should include full names. Authors are responsible for verifying correct spelling and titles. First references to entities should include the entity's full title, followed by the acronym (if any) that will be used throughout the rest of the article, in parentheses.

Excessive use of quotation marks should be avoided. They should not be used when referring to a few ordinary words of a speaker or writer. They are appropriate for coined phrases, but only those that are unfamiliar, and only on first reference.

Tables, if any, should be presented on a separate page at the end of the article, not inserted in the text. Each table should be entered in its own computer file. Graphic illustrations must be available as high-quality electronic images.

Authors should attach the following on separate pages:

1. A cover sheet giving the article title and each author or co-author's professional or academic affiliation, current mailing address, telephone number, fax number, and e-mail address;
2. An abstract of 50-75 words; and
3. For each author or co-author, a biographical statement of no more than 50 words, written in the third person, including an e-mail address.

### **Submission And Acceptance**

Submit the manuscript to the Editor-in-Chief at the e-mail address indicated below.

There is no payment for articles; contributors will receive copies of the issue in which their article is published.

Articles are subject to editorial revision for length, clarity, and to conform to the journal's style guidelines.

Manuscripts not accepted for publication will not be returned.

Retain an original copy of your manuscript for your files.

Please let us know if you have any other questions about contributing to ERLJ, or if you would like to discuss a particular topic in greater detail.

Thanks for your interest!

### **Contact Information**

To submit articles, or for further information, please contact the Editor-in-Chief:

**STEVEN A. MEYEROWITZ, ESQ.**  
**PRESIDENT**  
**MEYEROWITZ COMMUNICATIONS INC.**  
**PO BOX 7080 / MILLER PLACE NY 11764**  
**631.331.3908 (phone) / 631.331.3664 (fax)**  
[smeyerow@optonline.net](mailto:smeyerow@optonline.net)  
[www.meyerowitzcommunications.com](http://www.meyerowitzcommunications.com)