

## Writing guidelines for International week articles and blog texts

Laurea Journal is an online magazine that features articles and blog texts for a professional audience. The writings present research and development work, project results, stakeholder co-operation as well as news and experiences from the field of education.

**You can submit a text you would like to publish to [julkaisut\(at\)laurea.fi](mailto:julkaisut(at)laurea.fi). Message headline: IW-week/writers name.**

The editorial board (<https://journal.laurea.fi/yhteystiedot/>) provides writers with feedback on their submitted texts. The writings are assessed in an open review process. The author may be requested to make changes to the text before publication.

**The author is responsible for ensuring that the text is original and that it has not been published elsewhere.**

### Writing guidelines

- The recommended length of articles is 3,000–8,000 characters, including spaces.
- English-language articles are published under the International category.
- Mark the headings, sub-headings and headnotes clearly.
- Propose 3–5 keywords related to the article as well as the category that the writing belongs to.

### Pictures, figures, sources and tables

Use tables and figures with consideration. Insert tables and figures into the Word file. Design the figures to be as simple and unambiguous as possible. If required, the tables and figures may be edited to suit the format of the publication.

At least one head picture is linked to each article. When submitting your article, you can include one or more proposals for the picture. The minimum resolution is 1680 px along the long edge. Submit the original pictures separately in JPG or PNG file format. The author data also includes a picture of the author. Please send a picture of yourself.

**To use pictures, tables and figures the author must obtain written publication permission from the creator.**

### Publication of articles

When the article has been accepted for publication, after the editorial board's feedback and any revisions, Laurea's publication service publishes it on the online journal platform, making any changes needed to text formatting and the pictures used in the article.

Each published article also features social media share buttons that you can use to share the article in your own social media channels.

**For further information about the journal and publishing,** please contact Noora Montonen ([noora.montonen\(at\)laurea.fi](mailto:noora.montonen(at)laurea.fi)).