



## Miskwaabiimag 2-Spirits Health Journal

### Submission Guidelines

The following guidelines apply to all submissions to the Miskwaabiimag 2-Spirits Health Journal (M2SHJ). For the current call for submissions, email submissions will not be accepted, and all manuscripts must be submitted via the M2SHJ website. If any issues or questions about the submission process arise, please contact the Journal's managing editor, Joshua Adams, at [journaleditor@2spirits.org](mailto:journaleditor@2spirits.org).

#### General Submission Requirements

By submitting a manuscript to M2SHJ, authors affirm that:

1. The work is unpublished and not under consideration for publication elsewhere.
  - M2SHJ considers material 'published' if it is publicly available in any form, including online, hard copy, or digital media.
  - Exceptions will be made for academic theses/dissertations (undergraduate, master's, doctoral, or postdoctoral), unless they have been published in any of the formats listed above.
  - Submissions found to violate this policy will be withdrawn.
2. The work is **original**, even if derived from larger research.

- If data or findings overlap with prior work, authors must explicitly state this and clarify how the submission offers new analysis, arguments, or conclusions.

3. The work is **research-based**, unless the parameters of the call for submissions explicitly allow for non-research based works.

- “Research-based” has various interpretations, and in this case, includes cultural, land-based, community-based, and oral or traditional works.
- Literature reviews (i.e. systematic or scoping reviews) are acceptable if they address a significant gap in the literature and employ a rigorous methodology.

### **Submission Formatting**

Use the **Manuscript Template** and **Title Page Template** found under the ‘Submissions’ tab on the journal website.

- A complete submission includes:
  - A title page
  - An anonymized manuscript (with figures/tables embedded)
- Consult with the **Submission Preparation Checklist** found under the ‘Submissions’ tab

Upon successful submission, the managing editor will send an email confirming receipt. The Journal is under no obligation to publish all submitted articles nor provide detailed reasoning if a submission is not accepted for publication. Authors of declined submissions may be invited to revise and resubmit to future issues.

### **Authorship**

If accepted, all listed authors must provide written confirmation that they:

1. Contributed substantively to the research, analysis, and writing
2. Approved the final version for publication

### **Collective Authorship**

For submissions authored by a collective (e.g., Indigenous organization, council, or association):

- Include contact information for a designated representative in the published manuscript
- M2SHJ does not verify the representative's authority; authors assume responsibility for obtaining appropriate permissions

## **Creative Commons Licensing**

All articles are published under a [Creative Commons Attribution-NonCommercialNoDerivatives 4.0 International License \(CC BY-NC-ND 4.0\)](https://creativecommons.org/licenses/by-nc-nd/4.0/). By submitting, the corresponding author agrees to the following terms on behalf of all co-authors:

- Allowed: Sharing, downloading, and distributing of the work with proper attribution.
- Prohibited: Commercial use, modification, or creation of derivative works.

## **Peer Review Process**

1. **Initial Screening:** Submissions are assessed for alignment with the Journal's mandate and adherence to its guidelines. Authors are then notified of whether the article proceeds to the peer review stage.
2. **Review Criteria:** Peer reviews evaluate scholarly merit, originality, and contribution to 2-Spirit, Indigiqueer and Trans (2SIQT) knowledge, health, or wellness.
3. **Reviewer Selection:**
  - Each submission undergoes two independent reviews, ideally by one academic and one community-based expert.
  - M2SHJ prioritizes 2SIQT reviewers wherever possible.
  - Authors must suggest four potential reviewers with no conflicts of interest (e.g., collaborators, institutional colleagues, or relatives). There is no obligation for these people to review, but the editorial team will reach out to these individuals to ascertain their interest and availability.

#### 4. Anonymized Review Process:

- Anonymized reviews: authors and reviewers remain anonymous to one another throughout the entire process for mutual protection and overall rigor.
- Replace identifying details (e.g., community/institution names) with generic terms (e.g., “Author,” “Community”). More information on how to complete this process can be found in the next section.

#### 5. Timeline:

- Reviewers submit feedback within two weeks of receiving the manuscript. Once the review has been assessed by the editorial team, comments are then shared with authors.

### Preparing an Anonymized Manuscript

To ensure anonymity:

1. Remove author names, affiliations, and identifying references (instead, use “author” or “community”).
2. In Microsoft Word, enable “Remove personal information on save” (File → Info → Inspect Document).
3. Submit the anonymized manuscript separately from the title page and acknowledgments sections.

### Article Types and Lengths

**Research Articles** are to be no longer than 5,000 words (excluding references and charts).

**Research Trainee Articles** are based on research conducted as part of an undergraduate, master’s, PhD or training award program wherein the author is a research trainee (i.e., not an investigator with an independent research grant or program). They are to be no longer than 3,500 words (excluding references and charts).

**Indigenous Community Articles** that share a promising practice are to be no longer than 4,000 words (excluding references and charts). The Journal recognizes that “promising practice” can be defined in different ways. For submission purposes, it refers to an intervention (such as a program or activity) that improves health, as shown through research, evaluation, or other systematic reviews.

**Other Submission Types** will be considered on an individual basis with prior consultation with the editorial team. If unsure about these protocols, authors are encouraged to contact the Journal’s managing editor for guidance.

## Article Format

The Journal publishes all content in English. English spelling and language conventions should be consistent throughout the article, regardless of which regional style is used. For all other points of style not covered within these guidelines, consult the Publication Manual of the American Psychological Association (7th ed.). Papers that do not follow formatting guidelines will need to be resubmitted.

Authors are responsible for verifying the accuracy of facts, names, and reference details. While errors may be identified during the editorial, peer review, or copyediting processes, authors should not rely on these stages to correct inadvertent errors in their submission. All submissions must include DOI or ISSN information for every reference. If not included, the article will be sent back to authors before being considered for publication.

Succinct writing is encouraged, and excessive verbosity may be grounds for rejection. Authors must write clearly and concisely using the standards established in the [Journal’s Plain Language Guidelines](#). Research terminology, abbreviations, and academic jargon should be used only when essential. Papers that include lengthy translations of Indigenous terms or numerous specialized terms or abbreviations should include a short glossary after the keywords on the second page.

## General Formatting Guidelines

### - **Body text**

- Single-spaced, left-aligned, 12-point Times New Roman
- 1-inch (2.5cm) margins on all sides

- Use of one space after period
- All new paragraphs must be indented

## - Headings

- Heading Level 1
  - Centred, bold, title case
  - Text starts indented on the next line
  - Example:

### **Heading Level 1**

Text starts indented on the next line.

- Heading Level 2
  - Flush left, bold, title case
  - Text starts indented on the next line
  - Example:

### **Heading Level 2**

Text starts indented on the next line.

- Heading Level 3
  - Indented, bold, sentence case (first word capitalized; ends with period)
  - Text starts immediately after
  - Example:

**Heading Level 3.** Text starts immediately after.

- Heading Level 4
  - Indented, bold, italic, sentence case, ends with a period
  - Text starts immediately after
  - Example:

***Heading Level 4:*** Text starts immediately after.

## - Page numbering

- Page numbers should appear in the bottom right corner, starting with the front page.

- **Units**

- Authors should use the International System of Units (metric system), as outlined in the *APA Publication Manual* (7th edition). If data have been recorded using non-metric units, or if non-metric measures appear in interviews, the metric equivalent must be provided in parentheses.

### **Title Page Guidelines**

**The Title Page Template** is available on the Journal's website under 'Submissions'. The title page must be submitted as a separate document from the manuscript itself and should include the following:

- **Title**

- Including subtitle (if applicable)

- **Authors**

- Full names, titles and designations
- Academic degrees, affiliations and/or the name of the department or institution to which the work is attributed (if applicable)

- **Authorship Statement**

- Authors should confirm that the manuscript is unpublished and not under consideration by another journal.
- Authors should confirm that the manuscript is the product of original work. The manuscript may be based on prior research findings but must present new arguments, analysis, and conclusions.

- **Potential Reviewers**

- Authors should provide the names and contact information (emails, not phone numbers) of potential reviewers.

- Of the four potential reviewers, preferably two should be university-based and two should be community-based.
- Reviewers may be personally or professionally known to the author but must not have conflicts of interest as defined by institutional or funding agency standards (i.e. relatives, friends, or current collaborators).
- Reviewers suggested by an author will not be assigned to that author's manuscript, but may be assigned to other manuscripts submitted to the Journal.

- **Acknowledgements**

- Should include the names of all contributors who provided technical help, writing assistance, or general support but who were not authors
- Should acknowledge all financial and material support
- Should acknowledge all in-kind contributions from participants, communities, and other partners
- Should ensure that all individuals acknowledged have provided written consent, as acknowledgements may be interpreted by readers as endorsement of the data or conclusions presented in the paper

**Manuscript**

The manuscript must be submitted using the **Article Text Template** accessible on the website's 'Submission' tab. On the first page of the manuscript, authors should include the following:

- **Abstract**

- 150-250 words
- States the purpose of the intervention or study, the basic procedures, and the major findings or conclusions, with emphasis on novel or significant methods, observations, and relevance to the study of 2SIQT health and wellness
- Does not include abbreviations or reference citations

- **Keywords**

- Includes a maximum of 10 keywords for indexing purposes (e.g., “mental health,” “youth advocacy,” “cultural safety”).

- **Glossary**

- Avoids the overuse of technical terms
- Includes a maximum of 10 keywords for indexing purposes (e.g., “mental health,” “youth advocacy,” “cultural safety”)
- For example: Wabanaki Two Spirit Alliance (W2SA)

Following the initial page, manuscripts should be organized according to the headings listed below. Modifications to these headings are permitted depending on the style and content of the paper. Authors are encouraged to contact the editorial team with any questions regarding such modifications.

- **Introduction**

- States the purpose and rationale for the study or intervention, not including data or conclusions

- **Methods**

- Provides a clear, succinct summary of the methods employed and rationale for why they were used

- **Relationship**

- Provides a concise summary of the research collaboration between the authors and any participating Indigenous communities; this may include reference to institutional or cultural protocols, research agreements, or ethical guidelines.

- **Results**

- Synthesizes the collected data and analysis

- **Limitations**

- Addresses the specific limitations of the study, such as limitations to the applicability of findings or implications of the methodological approach used
- **Discussion**
  - Provides a more detailed interpretation of the findings, including their relevance to the current state of 2SIQT health and wellness and contributions to the existing body of knowledge
- **Conclusion**
  - Provides a summary of the article, which may include next steps or future areas of inquiry relevant to the manuscript's field or discipline
- **References**
  - The Journal follows the citation and reference style outlined in the *APA Publication Manual* (7th edition). Authors unfamiliar with APA style should thoroughly review the manual's [guidelines](#) so as to properly cite all references.
- **Appendices**
  - Should follow references (if applicable)

## Tables and Figures

- Tables and figures should be placed within the body of the article where appropriate, following the paragraph in which they are first referenced.
- If table graphs or charts are based on a spreadsheet, the original spreadsheet file must be included in the submission documents.
- If a table/figure has been previously published and is not copyrighted by the authors, or if it is adapted from a previously published source, written permission for use and unlimited production must be obtained by the author. Written permission must be submitted with the article, and the original source must be cited in the figure's caption.

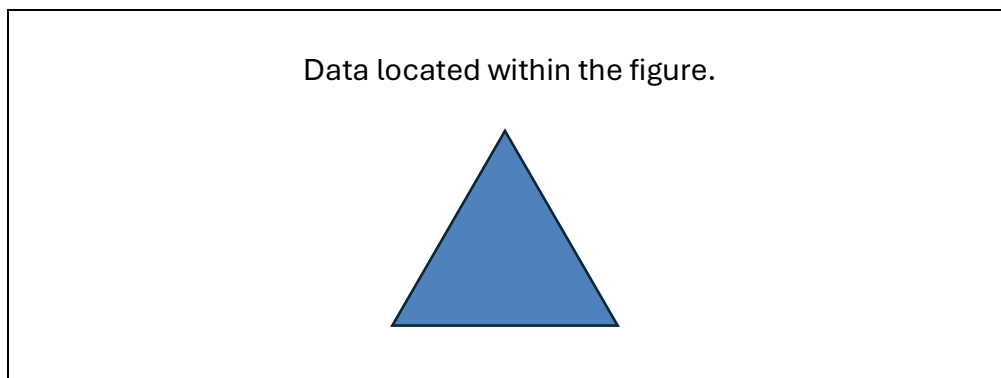
- Explanatory material, such as abbreviations or sources, should not be duplicated throughout the text.
- Captions must be brief yet descriptive and should not duplicate information already presented in the text, in accordance with *APA Publication Manual* (7th edition).
- All tables and figures should be numbered consecutively in the order in which they appear in the text. Refer to them as “Table 1,” “Table 2,” “Figure 1,” and so on.
- Tables should be single-spaced with no blank columns between data columns. Table captions should appear above the table and clearly describe its content, as demonstrated below:

**Table 1.**

**An Example of a Table (Note: the “Table 1” on a separate line; capitalizing and italics for the remainder of the table’s title).**

<b>Column One</b>	<b>Column Two</b>	<b>Column Three</b>
Row Heading	Insert data here	Insert data here

- Figures containing text should use Times New Roman 12-point font, with all figures should be centred. Figure captions should appear outside and directly below the figure, as demonstrated below:



***Figure 1.*** Example of a figure. *Figure 1* should be italicized, with the remainder of the caption in regular type and capitalized as a sentence.

## Illustrations

All submissions should include illustrations sparingly, with preference given to previously unpublished images. For any unpublished illustrations not created by the author or authors themselves, written permission must be provided, granting the Journal rights to use, publish, and distribute the material without restriction. If an illustration has been published elsewhere, authors are responsible for securing written reprint permission from the copyright holder, which must accompany the submission. Proper attribution should be included in the figure caption.

Original artwork and high-quality photographic prints are preferred and will be returned to authors after publication. While digital copies will also be considered, they will only be returned if explicitly requested. Line drawings, graphs, and charts may be prepared in black and white or colour, depending on which best enhances clarity, and should be rendered at high resolution using professional design software. Illustrations should adhere to size specifications, measuring **no smaller** than 3.5 x 5 inches (8.9 x 12.7 cm) and no larger than 8 x 10 inches (20.3 x 25.4 cm).

Authors must embed all images in the manuscript file and submit them separately as high-resolution digital files. Acceptable file types include TIFF, RAW, PDF, and maximum-quality JPEGs, with a minimum resolution of 300 DPI. Images should be captured at the highest possible camera resolution to ensure print quality. If digital submissions are deemed unsuitable for reproduction, authors may be asked to provide original hard copies, which will be returned after printing. To prevent damage, authors should avoid writing on the backs of illustrations, using paperclips, or mounting images on cardboard. When mailing physical copies, images should be securely placed between two sheets of heavy cardboard for protection.

For photographs depicting identifiable individuals, written consent for publication must be obtained and submitted with the manuscript (not applicable if individuals are unrecognizable).