

Notes for the guidance of contributors to the *Leicestershire Historian*

Aims and Objectives

The Leicestershire Historian aims to promote the study of the county's history by publishing medium-length articles from both established and new authors. It provides an outlet and a record for research and project work into all aspects of Leicestershire and Rutland's past, including lesser-known topics and source material. The resulting annual publication is made available in both printed and digital formats and is externally archived in a digital repository to ensure its availability well into the future and encourage its accessibility and re-use.

Guidelines

- Main Subject Matter should be relevant to an aspect of Leicestershire and Rutland's past
- Original research is preferred, making use of primary sources.
- Word Count- 2000-4000 words excluding references.
- Topic should be of enough interest to a reasonably wide audience
- It should be written in an accessible style
- Submissions highlighting a previously little known/ researched topic are particularly welcome.
- Items showcasing what the City and County has contributed to wider regional, national and even international events are also very welcome.
- Should be illustrated with images (colour and b/w). For all images, sources need to be cited, and any permissions obtained
- References are usually in the form of footnotes, appearing as numbered markers in the text [1] with the bibliographic details appearing in a reference list at the end of the article. But where appropriate, a source listing can be used instead, again appearing at the end of the article.
- If a series of articles is envisaged, each part must also be capable of being read as a standalone piece.

Submission of articles

- Submission should be to the Historian Editor, email address: editorhistorian@lahs.org.uk
- Articles can be submitted at any time of the year, acceptance for publication will depend not only on outcome of review process but also on the mix of subject

matter for any one year. The overall aim being to achieve a balance between periods/ genres and mix between City and County topics.

- The text should be submitted without the images in a word or google doc or equivalent, not pdf, preferably in Times New Roman, 12 point, single line spaced. (The printed format of the LH is 2 columns per A4 page which is done after submission at layout stage.)
- Image captions should be sent in a separate Word doc including the source/credit/permissions as appropriate.
- Images should be sent as individual files, jpg and high res preferred. Preferably sent by WeTransfer.
- Although original pieces are preferred, articles which have appeared in other formats, either in whole or part elsewhere are also accepted, depending on the details. The author must have permission to re-publish them and provide full details of prior publication, so this can be acknowledged.

Other

- Copyright for the journal as a whole is held by LAHS. The authors retain copyright of the individual articles.
- To note whilst the emphasis is on original research, the overall 'aim' of an article can be to highlight what a person or group has done or an event or activity that has taken place, and ensure it is remembered and recognised.
- A single house editing style is not imposed, beyond certain presentational aspects, to allow authors to retain their own style and individuality.
- All contributors receive a complimentary copy of the Leicestershire Historian.