Instructions for *Protest* Special Issues

I. Proposal

A proposal for a Special Issue (SI) must be emailed to the *Protest* editorial office (larbiki@qu.edu.qa). The proposal must define the problematic or theme to be addressed, giving a single-paragraph outline of each contribution along with a brief bio of each author. The editors of *Protest* may seek feedback from one or more Editorial Board advisers before approving the proposal. What should proposals consist of?

i. An SI proposal must contain:
   - The proposed SI's title
   - Summary
   - 2-page CV of the SI's guest editor(s) (highlighting published work of relevance to the SI)
   - Draft introduction and a description of the SI's significance for the topic and the overall field of knowledge in one page
   - Title and draft abstract for each article forming part of the SI
   - Contributors' Bios
   - Estimated time of submission

ii. The editors and one or more Editorial Board advisers will review the proposal and then decide whether it meets the criteria of rigor: originality, quality and evidence. A positive reaction to the proposal means the proposed SI will be given the green light to begin with the writing and submission at a time jointly agreed by *Protest* and the guest editor(s). The proposed SI's guest editor(s) will be expected to organize a first round of peer reviews for their contributors' papers. Upon submission, *Protest* will do a second round of peer review entrusted to a single established scholar, a SI senior editor, which may be drawn from *Protest*'s board of international advisers or from the relevant field of knowledge. The SI senior editor will oversee the process of liaising with the guest editor(s) and the journal's editors regarding revisions and corrections and final decisions (including rejections, if any). The *Protest* editors will provide guidance to the SI guest editor(s) regarding how to submit drafts and peer reviews via Editorial Manager (EM), the online manuscript submissions and tracking system used by the publisher, BRILL.

II. Calls for papers

If a call for papers is issued, the SI guest editor(s) must negotiate this with *Protest*'s editors. In such a case, the SI guest editor(s) is responsible for drafting and releasing the call for papers as discussed and agreed by the journal's editors. Calls for papers must be diffused as widely as possible. However, the SI guest editor(s) has the prerogative to invite select author(s) with an established record in the field to contribute to the SI.
As with standard issue research articles, those forming part of an SI are expected both to fulfil the usual social science requirements and also to be relevant to both the journal’s key focus on protests and our cross-regional and multi-disciplinary audience. Initial evaluation by the editors prior to the formal peer review process will apply the rigorous criteria of high-quality standard publications --- namely, originality, relevance, evidence, and knowledge of subject. SI articles must not consist of previously published scholarly work.

III. SI Process

The guest editor(s) commit(s) to meeting agreed deadlines and to ensuring the quality of contributors included in the SI, scholarly standards (including professional, ethical and fair conduct), and peer review. The guest editor(s) and their contributors must proceed with the understanding that neither submission alone nor recommendations of acceptance by peer reviewers will automatically result in publication. The SI editor(s) and their select authors must use the EM system for online submission of final drafts prior to peer review and after revision. Protest’s editors will provide advice and support when needed.

The guest editor(s) must ensure quality by deciding from the outset whether papers submitted online in the EM system are of sufficient scholarly quality to be sent out for external peer review. If not rejected at this early stage, submitted papers must be expeditiously assigned to external peer reviewers. Peer reviewers must be neutral colleagues with no involvement in the papers or prior knowledge of the content of the submissions.

All revisions returned in the EM system available to the guest editor(s) require provisional acceptance (subject to revision, if any) or rejection. The next step is confirmation of publication by the assigned SI senior editor, who will act as intermediary between the guest editor(s) and Protest’s editors.

IV. Length

As a general rule, an SI should comprise a maximum of 7 articles and a minimum of 5. Should the peer review eliminate 3 or 4 articles, then the originally proposed SI will become a Special Section highlighted in a standard issue of the journal.

V. Agreement & Timetable of Submission

Once agreements are signed by the guest editor(s) and their authors, the SI cohort must commit to submission of the papers according to agreed deadlines.