



Instructions for Authors

Scope

Matatu (*MATA*) is a journal on African literatures and societies dedicated to interdisciplinary dialogue between literary and cultural studies, historiography, the social sciences and cultural anthropology. *Matatu* is animated by a lively interest in African culture and literature (including the Afro-Caribbean) that moves beyond worn-out clichés of “cultural authenticity” and “national liberation” towards critical exploration of African modernities. The East African public transport vehicle from which *Matatu* takes its name is both a component and a symbol of these modernities: based on “Western” (these days usually Japanese) technology, it is a vigorously African institution; it is usually regarded with some anxiety by those travelling in it, but is often enough the only means of transport available; it creates temporary communicative communities and provides a transient site for the exchange of news, storytelling, and political debate. *Matatu* is firmly committed to supporting democratic change in Africa, to providing a forum for interchanges between African and European critical debates, to overcoming notions of absolute cultural, ethnic, or religious alterity, and to promoting transnational discussion on the future of African societies in a wider world.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behaviour for all parties involved in the act of publishing: authors, editors, and reviewers. Authors, editors, and reviewers should thoroughly acquaint themselves with Brill’s publication ethics, which may be downloaded here: brill.com/page/ethics/publication-ethics-cope-compliance.

Online Submission

MATA uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: editorialmanager.com/MATA. First-time users of EM need to register first. Go to the website and click on the “Register Now” link in the login menu. Enter the information requested. During registration, you can fill in your username and password. If you should forget your Username and Password, click on the “Send Username/Password” link in the login section, and enter your first name, last name and e-mail address exactly as you had entered it when you registered. Your access codes will then be e-mailed to you. Prior to submission, authors are encouraged to read the “Instructions for Authors.” When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor’s request for revision and final decision, is sent by e-mail.



Instructions for Authors

Double-blinded Peer Review (anonymization of your work)

MATA uses a double-blind peer review system, which means that manuscript author(s) do not know who the reviewers are, and that reviewers do not know the names of the author(s). When you submit your article via Editorial Manager, you will be asked to submit a separate title page that includes the full title of the manuscript, the names and complete contact details of all authors, the abstract, keywords, and any acknowledgement texts. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. Citations to the authors' own work should be in the third person. For the same reason, authors are advised to hold off on including acknowledgments until they finalise the manuscript for publication. The names of these files and the document properties should also be anonymised. Tables, illustrations and other figures should also be uploaded as separate files.

Please note that the typesetting area of the journal is 11.5 x 18 cm, and ensure that all tables and illustrations fit this size. Also ensure that the dpi for any illustration is at least 300.

File Format

Please send source files such as .doc (word files), and not .pdf files.

Contact Address

To contact the editor, please e-mail: matatu.submissions@gmail.com

For technical help in uploading your manuscript, please visit the author tutorial or online help links given at the right side of the log-in window.

For questions concerning Editorial Manager, authors can also contact the Brill EM Support Department at: support-em@brill.com

Submission Requirements

Language

Contributors should follow the orthographic standard for British English. For special issues, American English will also be accepted at the request of the editors. Authors and Editors must ensure consistency throughout the special issue/within individual essays.

Unicode and Non-Roman Fonts

The Editors request the use of Unicode-friendly fonts only. For the complete list of Latin and IPA characters in Unicode: brill.com/sites/default/files/special_scripts_list_characters_latin_and_ipa.pdf.



Instructions for Authors

Length

Articles should not exceed 10,000 words (general and research articles) or 1,500 words for book reviews.

Tables and Illustrations

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Manuscript Structure

Articles that are submitted for initial consideration should be complete, including all notes, bibliographical references, tables, etc.

Do not use desktop publishing features such as justification, centring, or boldface.

The page format should be DIN A4. Set all four page margins at 2 cm. Use the simplest possible method of identifying sequence by page numbers.

Do not use headers or footers; they will be inserted later.

Please use Times New Roman 12pt font throughout (no other point size, no other font styles), with 1½-line spacing throughout the main text, and single spacing for set-off quotations, footnotes, and Works Cited.

Do not insert extra space between paragraphs. Instead, indent each new paragraph by 0.7 cm.

Use *italics* for emphasis, making sure that there are no over-runs onto adjacent areas (spaces, punctuation).

Do not type headings and titles in CAPITAL LETTERS.

Do not hyphenate words at the end of a line.

Title/Author

Begin a manuscript with the main title; place any subtitles on a separate line.

Continue with author's name, and put the university affiliation on the line below, followed by the e-mail address.

Abstracts & Keywords

Place the heading Abstract below and provide an abstract of 150 to 200 words. Directly under the Abstract, put the heading Keywords, and list between 5 and 10 keywords.

Acknowledgements

Acknowledgements should be placed at the very end of the article, preceding the list of Works Cited.

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Headings

Numbering headings and subheadings is encouraged.

1 The First Level Heading

1.1 *The Second Level Heading*

Quotations

Quotations of three lines (about thirty/forty words or longer) should be set off from the main text (1 cm in from Right Margin, 1 cm in from Left Margin).

The exact spelling and punctuation of the original must be faithfully copied. However, if speech-marks in the original were in single quotation marks, change these to double quotation marks.

Set-off quotations should not have quotation marks around them, unless they contain conversation.

If material is to be left out, in running text or off-set quotations, mark omissions within a sentence and between complete sentences in square brackets with 3 dots [...]. Additional information such as page numbers should be inserted in (round) brackets:

(a) after longer, indented quotations, after the final period of the quotation:

No full-length general work on the South African short story has yet been published, and it is perhaps the sheer volume and diversity of South African short stories that has discouraged such a project. The heterogeneity of this corpus of work threatens to reduce a survey study to superficial and symptomatic readings of works, where discontinuities prevail over the tracing of connections and trends. (12)

(b) after shorter, in-text quotations, before the period at the end of your sentence:

As Craig Mackenzie has stated, “no full-length general work on the South African short story has yet been published” (12). His own study is thus a valuable contribution.

Where quotations themselves include quoted material, use the sequence double quotation marks – single quotation marks. Use double quotation marks throughout for quoted material (e.g., poem- or story-titles and spoken or quoted words, comments or passages) and single quotation marks for general concepts, ironical formulations, and lexical / linguistic items referred to.

Italics

Italics should be used for titles of books (including subtitles), plays, films, long poems, newspapers, journals (but not articles in journals), foreign-language terms, and the occasional emphasis.

Oxford Comma

In a listing with three or more components, set these out with a comma before the ‘and’, as in:

His favourite foods were tacos, enchiladas, beef noodles, and pork vindaloo.

In the fields of colonial, postcolonial, and transcultural studies.



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Referencing Style

Matatu uses the footnote style of referencing. Please use your word-processing program's footnote functions and use footnotes, not endnotes. Single notes should not exceed half a printed page in length. Please do **not** use MLA-style short in-text references.

Avoid redundancy of references. If an author/title footnote is to be provided, try not to repeat the full title of references in the main text.

Do not use the abbreviations *op. cit.* and *ibid.*, not even in cases where the page reference is the same. Use full author/title at first reference, and reduce to a consistent abbreviated form in subsequent references (including the author's surname, but dropping it if another footnote immediately follows):

⁴ Gayatri Chakravorty Spivak, "Three Women's Texts and a Critique of Imperialism," *Critical Inquiry* 12.1 (1985): 47.

⁷ Spivak, "Three Women's Texts and a Critique of Imperialism," 53.

Note the comma (not a colon) before page-numbers in subsequent references.

Multiple running references to the same book: Repeated footnote references should be avoided.

With the very first instance where a page reference is to be provided in an essay, insert a footnote number in the running text or indented quotation. In the corresponding footnote, with full bibliographical information and page reference(s), add "Further page references are in the main text". Thereafter, put the page references directly in the text:

Holcroft mourns this population's lack of spirituality and describes himself as "trying to decide [...] whether or not New Zealand is engaged in the task of shaping a soul" (17). In looking for "some deeper impulse within the nation's life" (17), he assumes the existence of "an essential New Zealand" (71); creative writers should discern "the truth of life in this country" (29), as their "receptive and sensitive mind[s]" set them apart from "the man in the street" (84).

Books

⁸ Cf. A. Alvarez, *Under Pressure: The Writer in Society: Eastern Europe and the U.S.A.* (Harmondsworth: Penguin, 1965): 28.

Journals

⁹ Vilashini Cooppan, "Memory's Future: Affect, History, and New Narrative in South Africa," *Concentric: Literary and Cultural Studies* 35.1 (March 2009): 56.

Works Cited (Reference List at the End of the Article)

Every work cited in running text or footnotes must be listed in the Works Cited at the end of the essay. Here, always provide the first and last page numbers (page-span) of articles in periodicals and of essays



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in collections cited.

Books and articles by, or edited by, a single author should be arranged in alphabetical – **not** chronological – sequence (discounting definite or indefinite article).

Next, list books by this author written with one other person, arranged alphabetically by second author.

Finally, list titles by this author with two or more others in order of date. With multiple author- or editorship, use “&,” not “and,” before the last name.

US states should be indicated in the two-letter zip-code form **without comma before** (Cambridge MA; Ithaca NY), but should be omitted if the state forms part of the publisher’s name (Bloomington: Indiana UP; Berkeley: U of California P).

When providing volume and number with periodical issues, express “volume 5, number 2” as 5.2, “volume 5, numbers 3 and 4” as 5.3–4, with no preceding comma.

When providing page-numbers for articles or for essays in books, use a colon consistently with full references (**not** a comma or “p/pp”):

Cooppan, Vilashini. “Memory’s Future: Affect, History, and New Narrative in South Africa,” *Concentric: Literary and Cultural Studies* 35.1 (March 2009): 51–75.

Head, Bessie. “Social and Political Pressures that Shape Literature in Southern Africa,” *World Literature Written in English* 18.1 (April 1979): 20–26.

Starobinski, Jean. “The Style of Autobiography,” in *Literary Style: A Symposium*, ed. Seymour Chatman (New York: Oxford UP, 1971): 285–96.

Saunders, Patricia J. *Alien-Nation and Repatriation: Translating Identity in Caribbean Literature* (New York: Lexington, 2007).

Saunders, Patricia J. “Those Who Insist on Be(come)ing: Caribbean Subjects and the Task of Translating Identity,” *Shibboleths: A Journal of Comparative Theory* 1.3 (2007): 175–89.

Saunders, Patricia J., Sandra Pouchet Paquet & Stephen Stuempfle, ed. *Music, Memory, Resistance: Calypso and the Caribbean Literary Imagination* (Kingston, Jamaica: Ian Randle, 2007).

Figures and Tables

Figures and tables should be numbered with Arabic numerals, and cited consecutively in the text.

Figures should be submitted as separate source files in .EPS, .TIF, or JPEG format, in a size suitable for the typesetting area of the journal. The resolution of these files should be at least 300 dpi for half-tone figures, and 600 dpi for line drawings. Label figures: Name of contributor + the figure number (Stevens Fig. 1) and indicate in the manuscript where they are to appear (Fig. 1 here). For the reproduction of black and white (or coloured) illustrations, high resolution files (format: JPEG) are to be provided. A resolution of 300 dpi is sufficient for images of printed material (title pages, etc.).

Figures can be included in the running text of the article in order to indicate approximate desired placement, but all figures must also be sent to the Technical Editor as individual digital files. If the resolution permits, files can be sent by e-mail; if figures in high resolution exceed approx. 4 MB, they should be sent via the online service: www.wetransfer.com.



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The figure captions can be pasted into the text, a list of figure captions is therefore unnecessary. The text in a figure or table must be legible, and should not be smaller than corps 9. The size of this lettering for any text in a figure or table should be the same for all figures or tables in the manuscript.

Publication

Proofs

Upon acceptance, a PDF of the article proofs will be sent to the author by e-mail, to be checked carefully for factual and typographic errors. In the event of a multi-authored contribution, proofs are sent to the first-named author, unless otherwise requested. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. Proofs should be returned promptly. The wording of a contribution as submitted by the author and approved by the editors is binding, so only minor corrections are permissible at this stage in the production process. Alterations to the original manuscript at this point will result in considerable delay in publication and will therefore only be accepted if the author agrees to cover the ensuing costs. The contributors receive the galley proofs once. The page proofs are checked by the editors.

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Matatu

Journal for African Culture and Society

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