

## **NOVAFRICA Working Paper Series**

### **FAQs**

#### **#1. What are the requirements for paper submission?**

In terms of content, the papers must fit into at least one of the NOVAFRICA research areas – development economics, macroeconomics and management. In terms of technical requirements, papers should be in PDF format (word documents are also accepted). Please make sure the introduction starts on a new page so that we can attach cover and title pages to the document. There are no requirements regarding page layout or numbering.

#### **#2. Do the papers undergo some sort of a referee process?**

We ensure the quality of our series primarily by restricting submissions to NOVAFRICA network members. However, we reserve the right not to publish papers for lack of general quality or if they do not fit into our research program. Please note that we check for obvious formatting errors (e.g. empty pages, unreadable equations etc.) but do not provide any proofreading or copyediting services. Therefore, please perform your own language and format checks before submitting the paper.

#### **#3. How long does it take until my paper becomes available online?**

We try to process your paper as fast as possible. Usually this takes only a few days. At the time of your online submission you will be notified through an email about the expected publication date. If you submit several papers at the same time, we may leave some space between them to avoid having multiple papers by the same author in a row.

**#4.** Will journals still accept my paper if it is already available online as an NOVAFRICA WP?

Some journals require that submitted papers are not available online. These instances are increasingly rare because most journals now understand that pre-publication as a working paper is common practice, and that it is close to impossible to erase all online traces of a paper even if it has only been presented at seminars or conferences. However, it is your responsibility to sort out these potential conflicts before submitting to the NOVAFRICA series. Please understand that we will not delete a paper if you decide at some point to submit it to a journal with such requirements.

**#5.** Can I submit a paper that has already been published in another working paper series?

Many of you may wish to publish your research in another working paper series such as that issued by your home department or another institution to which you are affiliated. We are confident that circulation through the NOVAFRICA series complements this. We expect that your work will achieve wider circulation as a NOVAFRICA Working Paper. Therefore, we place no restrictions on submitting your paper simultaneously to working paper series other than ours. Please note, however, that your paper has to be unpublished research work.

**#6.** Can I submit a paper that has already appeared in a journal?

In general, we only accept unpublished work. Exceptions can be made if, for example, a journal has published a shorter version of your paper and you wish to make an extended version available through the NOVAFRICA series. In these cases, however, it is your responsibility to ensure that there are no copyright conflicts involved.



**#7.** Can I replace my paper with a revised version later?

Yes. Just make sure that you respect the technical requirements listed at #1 and that in the submission email you make reference that you are submitting a revised version.

**#8.** Do you keep track of where my papers eventually get published?

Yes, please keep us informed.

**We are looking forward to receiving your submission!**