



Submission Guidelines for Authors

Version 1 – August 2025

Aim and Scope

The QUT Centre for Justice Briefing Papers provide short, accessible accounts of issues related to justice. Briefing Papers are open access and intended to be of interest and accessible to practitioner and policy-making audiences.

To date, papers have been published on a range of justice-related issues including environmental and energy justice, gender-based violence, exploitative work, and consumer protection. Visit to view the Briefing Paper Series.

In addition to the existing research-based papers, QUT Centre for Justice has introduced *Practitioner Papers*. Practitioner Papers are written by practitioners and focus on the **applied aspects of justice initiatives and innovations**. They provide an opportunity to build on existing knowledge and practice.

Format and Style

Practitioner Papers should discuss the applied aspect of justice it relates to. It may explain a practice-based initiative or innovation and its background, how it was implemented and the expected impact. The paper should be logically structured and use subheadings. Practitioner Papers should be approximately 2,000 words in length (inclusive of the reference list). Please use APA referencing style (7th Edition). In-text citations should be presented using parenthetical author-date format (e.g. Mason & Swan, 2019) and references presented in a reference list at the end of the Practitioner Paper. The references should be listed in alphabetical order and include DOIs as specified in the latest version of APA. The reference list is typically restricted to 20 references and should include all and only those references cited in the text.

Practitioner Papers can include infographics, illustrations, or other visual materials such as figures, tables and photographs. These should be of print quality, not subject to copyright, and include an alt-text description. Visual materials can be provided in full colour.

The Practitioner Papers must also include the following:

- **Editorial Introduction** - Up to 100 words describing the paper's content and significance. Please note that the Director, QUT Centre for Justice will review and adapt this from the Centre's perspective.
- **About the Author(s)** - List the details of all authors in the following format:
<Honorific> <Name> <Role/Organisational Unit/Institution>
For example:
Professor Rowena Maguire, Director, QUT Centre for Justice, QUT

Manuscript Submission

Practitioner Papers should be submitted to gutc4j@qut.edu.au via email as an attached Word document with all images, figures and tables embedded for ease of review. Submissions should be accompanied by a completed Submission Form.

Manuscript Review

All Practitioner Papers are reviewed by the Director, QUT Centre for Justice. Authors will be notified if the paper requires revisions or has been accepted. Once accepted, Practitioner Papers are professionally copy-edited before being formatted into the Practitioner Paper template. This formatting and editing service is provided by the QUT Centre for Justice at no cost to the authors.

Affiliate Author

All Briefing Papers are uploaded to QUT's research repository - QUT ePrints. Uploading papers to QUT ePrints enables each papers download to be tracked. Papers uploaded to ePrints must include a QUT author and as such, Practitioner Papers will include Professor Rowena Maguire, Director, QUT Centre for Justice, as an affiliate author.

Special Collections

Practitioner papers are accepted and released on a rolling basis across the year. With the prior agreement of the Editorial Committee, the release of Practitioner Papers may be timed to coincide with events or form part of a special collection of papers to be released at the same time on a single theme. Please allow three months between submission and planned release.

Release and Promotion

QUT Centre for Justice will promote each paper via LinkedIn, upload to the Centre website and any other appropriate external networks. Any distribution of Briefing Papers is done via the ePrints link so that downloads can be recorded. Authors are encouraged to promote their papers to their own networks using the ePrints link, or via a post on LinkedIn. Please ensure QUT Centre for Justice is tagged at time of promotion.

Further Information

For further information or to discuss an idea for a Practitioner Paper or Special Collection please contact gutc4j@qut.edu.au