



## Manuscript Submission Guidelines

### Aims of the Journal

The African Journal of Inclusive Societies (AJIS) is an annual, open-access publication curated and published by [SIVIO Institute](#) since 2021. Through independent research, the journal aims to advance our understanding of inclusive societies in Africa. It seeks to create a publication space centred on collective action, civic engagement, inclusive democracy, social and economic development, just societies, land and agrarian issues, and African philanthropy.

### Topics/Areas of Focus

AJIS welcomes original research articles, case studies and theoretical papers that explore multifaceted dimensions of inclusion within African societies. The journal is particularly interested in works that examine the social, economic, political, and cultural factors that contribute to or hinder inclusion. We are particularly interested in research that offers innovative solutions and practical recommendations for promoting more inclusive and equitable societies, including but not limited to the following:

1. Citizen agency and engagement with different sites of power
2. Citizens and associational life – what do citizens do for and with each other?
3. African philanthropy
4. Economic development and livelihoods
5. Land and agrarian reform
6. Financial inclusion
7. Natural resource governance
8. Governance and social justice
9. Social welfare and service delivery

### Instructions for Submission

We accept original articles that align with the thematic areas outlined above. By submission of an article, an author certifies that the work is original and is not being considered simultaneously by another publisher. To safeguard authors' rights, the copyright of all material published is vested in the African Journal of Inclusive Societies. Articles must be submitted using the guidelines listed below.

### **a. Formatting of Manuscripts**

Manuscripts submitted to the journal must be a Word file, follow a logical framework and abide by the following standards:

#### **Font Style:**

Type	Book Antiqua
Space	Single Spacing; Single Column
Size	12
Align	Justified

**Length:** Between 4'500 and 5'000 words

**Images/Graphics:** Each figure is to be numbered below as Figure 1, Figure 2, etc. and referred to by number in the text.

**Tables:** Each table should be numbered above as Table 1, Table 2, etc. and referred to by number in the text.

### **b. Referencing Style: APA**

All references and citations should follow the APA format as documented in this guide ([read more](#)) and shown below.

1. In-text citations should include the last name and year of publication.

**Example:** "Hello world" (Cross, 2024, p. 3)

**Example:** Cross (2024) says "hello world" (p. 3)

2. All in-text references should be included in the final reference list using APA format, which is as follows: Author's Last name, first initial. (Date published). Title. *Journal Name*, Volume (Issue), Pages. URL.

**Example:** Cross, R. (2024). SIVIO Institute. *African Journal of Inclusive Societies*, 4(1), 1-5. <https://sivioinstitute.org>

3. If citing and referencing multiple authors

- a. List the authors in alphabetical order

**Example citation:** (Cross, Jowah, & Murisa, 2024)

**Example reference:** Cross, R., & Murisa, T. (2024)

- b. List up to 19 authors.

### **c. Electronic Submission of Manuscripts**

Manuscripts must be written/ translated into English and submitted as a Microsoft Word Document using our online portal: <https://www.si-ajis.org/call/>

### **Accompanying Information:**

Along with the submission of the manuscript, the author should be ready to submit the following supporting documents for the development of the finalized paper.

Title

Author(s) names and affiliations

Acknowledgements

5 Keywords

Abstract (~300 words)

List of figures and tables

### **Review Process**

After submission, your manuscript will undergo an assessment by a journal editor to check for suitability, completeness, and basic scholarly integrity in line with the journal's publishing policies. Once approved by the journal editor, the manuscript will undergo a rigorous double-blind peer review process.

### **Publication fees**

AJIS is an open-access journal and does not require any publication fees.

### **Contact Us**

Should you have any questions or seek any clarification, you can contact the AJIS team at [ajis@sivioinstitute.org](mailto:ajis@sivioinstitute.org)