The Brunei Museum Journal

The Brunei Museum Journal provides an international, peer-reviewed forum for the publication and dissemination of research with a specific focus on the understanding of all aspects of humanistic, social sciences and natural sciences within the South East Asian region including museology and the arts and examples of good professional practice. Published annually in English and Bahasa Melayu, the journal seeks to supplement readers interest locally and internationally.

Contributions, refereeing and the selection process

Submission must be an original work and has not been published elsewhere; or currently being considered by another journal; and that each author has seen and approved the contents of the submitted manuscript.

Articles should be submitted electronically in a message sent to the editors as an attachment in .doc or PDF format.

If a paper is accepted for publication, the author must sign a declaration and agree to transfer copyright to the Brunei Museum Journal.

Articles submitted can be in English and Bahasa Melayu and the author is responsible in ensuring the submitted translated works are good quality translations.

Upon receiving a submission of work, it goes through a refereeing process. All articles will be made anonymous and handed over to two referees.

1. Firstly, to ensure the article meets our criteria to be added in the Brunei Museum Journal.

2. The paper is then sent to at least two referees for academic review.

3. Once recommended by the referees, it then goes to the full Editorial Board for the final refereeing and selection process.

4. Authors on the final list may be asked to revise their articles (based on feedback from the Editorial Board) and to re-submit within a few weeks.

5. A proof copy of the final edited script will be provided to authors for final review prior to publication.

Author's Notification and Declaration

Those authors whose papers have (or have not) been accepted will be notified as soon as possible within 3 months of submission.

If the paper is accepted you will be asked to sign a Declaration that the article has not been published in any form anywhere else, and that it is not in the process of being considered for any other publication.

In addition you must supply the following :

Title Page

Authors must submit a title page as a separate file to their manuscript, to enable reviewing. The title page should include

1. The title of the article;
2. Authors' name(s) including details of their main academic qualification(s), the name(s) of the organisation(s) to which they are affiliated and their nationality(ies).
3. Mailing address, email address of author responsible for correspondence about the manuscript
4. Disclosure statements

Abstract

This should be a brief synopsis of your article of approximately 250 words.

Keywords

+/- 10 keywords or search terms. Do not include 'intangible cultural heritage', 'intangible heritage' or 'ICH' as keywords.

Biography

A brief biography of no more than 150-200 words, listing academic qualifications, posts held, current post and research interests should be supplied.

Proofreading

Authors must ensure manuscripts are proofread by a professional or an English native speaker prior to submission, within authors' budget.

Authors preparing submissions are asked to read and follow these guidelines:

Length

Articles should be between 5,000 and 8,000 words long excluding notes, bibliography and captions for illustrations.

Format

Documents should be produced in Word, using a single size font for text and headings, left hand justification only and no embedded formatting of capitals, spacing etc.

Notes

No Footnotes or Endnotes to be used.

Bibliography

Supply if appropriate. There are no restrictions as to length but do not make it longer than strictly necessary. Please use the system laid out in the Chicago Manual of Style http://www.chicagomanualofstyle.org/tools_citationguide.html.

Photographs and images

These need not be provided until the article is accepted for publication. No more than 8-10 images accompanying each article are recommended. Photographs or other illustrations in either colour or black and white, should be submitted in digital form in high resolution JPG, EPS or TIFF formats.

They should be submitted as a separate file, not embedded in the text.

Copyright and Permissions

Captions should also be submitted as a separate file and should include the source of the image/photographer's name and actual or approximate date.

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