

**University of Memphis Digital Commons  
Open Access E-Journal Hosting  
Journal Proposal Form**

The University of Memphis, through its University Libraries (hereinafter “University Libraries”), seeks to advance scholarly communications and to support open access publishing initiatives by making available web-hosting services to the University of Memphis community. The University Libraries provide a platform for publishing academic journals through the University of Memphis Digital Commons (“Digital Commons”). Please fill out the information below to initiate the journal hosting process.

**Contact Information**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Department: \_\_\_\_\_

**Journal Information**

Title: \_\_\_\_\_

Who is current owner of the Journal? \_\_\_\_\_

Owner’s Contact Information (Leave blank if same as above):

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Aim & Scope: What is the purpose of the journal and how would the Digital Commons help fulfill the journals objectives?

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What types of content will be published in the proposed journal (research, essays, reviews)?

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Journal Target Audience:

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Journal Editor: \_\_\_\_\_

Journal Editor: \_\_\_\_\_

Journal Editor: \_\_\_\_\_

[illegible]

New

Existing

Is the journal open access or subscription-based (Select One)?

Subscription-based

Yes

No

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Please use the space below to identify the intended review process and timeline.

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Please use the space below to identify the history of the journal including how the journal was created, the publishing history, the format/amount/availability of back content and whether the journal currently exist in print.

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