Explorations: The UC Davis Undergraduate Research Journal

Information & Instructions for Manuscript Submission

What is Explorations?
Explorations is a multi-disciplinary online journal of undergraduate research published by the Office Undergraduate Education. Manuscript submissions are open to current UC Davis undergraduates in all disciplines.

Why Would I Want to Publish?
Publishing is impressive for graduate school applications and is an essential skill for academia. It is also valuable evidence to employers and graduate schools of your ability to write and to take a project through to a conclusion.

How Do I Submit My Manuscript?
Submit an electronic copy of 1) your double-spaced manuscript, the 2) faculty sponsor form, the 3) Faculty Release form, and the 4) copyright form to explorations@ucdavis.edu.

The text of manuscripts should be in MS Word. Submissions should include:
1. Title page containing Title, Author’s Name(s) and Dept. affiliation(s), including faculty sponsor(s). We encourage single-author papers. In the case of multiple authors, include a statement outlining the contribution of each author. The first author must be an undergraduate, and the bulk of the manuscript must have been written by this student. In some cases, a team article may be considered (e.g. team design project) if the bulk of the article was written by undergraduate team members.
2. A 100-150 word abstract and 8-10 key words
3. Pages should be numbered
4. Citations/bibliographies should be complete conforming to the style appropriate to the academic discipline
5. Theses may be submitted, but are usually condensed and edited to satisfy the requirements of a professional journal; upon acceptance, theses will be returned to authors with suggestions for the initial editing.
6. Math, engineering and other papers containing numerous formulas may be submitted in pdf format. For any non-text elements (graphics, formulas, equations, etc.) be sure to:
   a. note exactly where in the text each element should appear, and
   b. attach one image file (.gif, .png or .jpeg), clearly named for easy identification, for each element.

Authors must be available via phone or email until the end of the calendar year to consult with the editorial board if needed.

What is the Review Process?
The paper is read by faculty, post docs or graduate students in the student’s discipline. Two reviewers will assess the submission and give remarks, recommending one of the following: 1) publish as is; 2)
publish with minor revisions; 3) publish with major revisions; or 4) reject the paper. Then the author can choose to edit and resubmit if they choose. Please provide contact information where you can be reached. Accepted authors will receive five copies of the journal folio, which contains abstracts of all papers accepted for publication.

What is the Deadline for Submission?
Explorations receives submissions on a rolling basis. Authors may submit articles at any time, but it will not be published in the hard copy folio until the spring issue. However, the online publication process will start as soon as they are accepted. Please note that articles are not processed over the summer.

Who Should I Contact if I Have Questions?
For more information contact explorations@ucdavis.edu
Please have your faculty sponsor sign the Faculty Sponsor Form which can be found on the website: explorations.ucdavis.edu

Release Form

I have carefully reviewed this paper. In my professional opinion, it represents the high quality of undergraduate research at UC Davis in my field or discipline. I recommend it for publication in Explorations, The UC Davis Undergraduate Research Journal.

To my knowledge, it has not been published elsewhere.

Student’ Name (print): _____________________________________________

Faculty Sponsor’s Name (print): ________________________________

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Date: ___________________________