

**SCCE's *ethikos* Submission Requirements**  
***Demonstrating the value of business ethics***

For over thirty years, *ethikos* has examined ethical issues in business and the changing trends. This monthly newsletter features articles, case studies, and interviews with leaders who are shaping today's corporate ethical cultures. All facets of corporate ethics are explored, including: Artificial intelligence, anti-sexual harassment policies, ESG concerns, human trafficking, transparency trends, and data protection.

**Articles should focus on issues related to:**

- Corporate ethics and culture
- Business ethics/procedure
- Case studies

**Submission requirements:**

- Articles cannot be platforms for marketing any products or services.
- Submissions must *not* be under consideration by any other publication at the time they are submitted.
- A signed Copyright Transfer Form
- A headshot of the author that is high-resolution (300 ppi)
- Links to social media you would like readers to know about (blogs, Twitter, LinkedIn, etc.)
- **A list of five to 10 key words or terms** (including legislation and event references).
- **Note two taxonomy areas** in which the article belongs.
  - **Choose from:** Policies and procedures, compliance officer and compliance committee, education, monitoring and auditing, reporting and investigating, enforcement and discipline, and response and prevention

**Content requirements:**

- A general word count of **1,000-2,000 words**; please note that *this is not a limit*, only a guideline.
- Articles must be **English**, correctly translated, and with American spellings.
- Your current contact information including: job title, organization, city, state, country, and email address
- Citations should be listed as endnotes (not footnotes); one citation per number. Please try to limit endnotes to **10 items or less**.
  - Legal references should be formatted according to *The Bluebook* standards.
    - **Example (a specific section of a federal statute):** Federal Food, Drug, and Cosmetic Act, 21 U.S.C. § 387 (2012).
  - All other references should be formatted according to *Chicago* style.
    - **Example (a magazine article):** Don McCorquodale and Susan Carr, "Anti-bribery/compliance pitfalls at the U.S. state level," *Compliance & Ethics Professional*, August 2018, 29-33.

**Submission Deadlines:** Articles are due by the 15<sup>th</sup> of the month, 2.5 months prior to the issue date (e.g., articles for the January issue are due by October 15).

- Please feel free to contact the editor (information below) if you missed a deadline but wish to submit an article to the issue in production.
- Articles that do not meet all requirements will not be considered for publication. **Articles are accepted on a first-come, first-served basis (i.e., as articles are received)**. Space is not saved or guaranteed. If an issue fills to capacity, an article will be pushed to the next issue.

**For questions, please contact:** Margaret Dragon, editor, at [margaret.dragon@corporatecompliance.org](mailto:margaret.dragon@corporatecompliance.org) or +1 952.405.7937