

## EDITORIAL POLICY

### Journal History

*Toposcope* (ISSN 1011-1948 print version) is published annually by the Lower Albany Historical Society (LAHS) to reflect the Society's activities and the interests of its members and readership, concerning, but not limited to, the history of the Lower Albany area in the Eastern Cape. The journal, published since 1970, is produced by the Editorial Committee and is issued free of charge to members of good standing of LAHS. In 2018 the Lower Albany Historical Society celebrated its 60th year of existence.

### Journal Scope

Articles in *Toposcope* range from news of our Society, historical anecdotes from Society members, to specialised topics by scholars, with a focus on the rich and diverse history of the Albany region. We aim to provide interesting and readable articles, rather than purposefully academic ones, but we include extracts or summarised academic papers.

### Historical Contextualisation & Disclaimer

Names of people and geographical areas and towns are used in their historical context. Furthermore, the Editorial Committee acknowledges that certain words and/or phrases used in historical documents may be considered offensive. These words and/or phrases will only be used to provide contextual understanding of the subject matter, and in no way represents the views and opinions of the Society. Where these words and/or phrases need to be used, said word and/or phrases will be quoted and the original context attribution will be indicated in a reference.

### Accessibility (Subscription & Open Access)

*Toposcope* is distributed free of charge to all members of the LAHS. Those who are interested in access to the latest content of the journal, but for practical reasons are not able to be members of the Society, are welcome to subscribe to the Journal. An embargo period of one year is applied, but all content prior to the latest issue is made openly accessible to the public.

### Peer Review Process

*Toposcope* is a society-based journal and there is no form of peer-review. The Editor welcomes submissions of article manuscripts, reviews and personal narratives. Submissions should be sent, as Word documents via email, by May each year, to the [The Toposcope Editor](#) and follow guidelines for submission.

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