



**Cavalla
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The Avenger - Barclay College of Law Review

THE AVENGER
BARCLAY COLLEGE
LAW REVIEW GUIDE



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Cavalla International University

The Avenger - Barclay College of Law Review EDITORIAL BOARD MISSION & LEADERSHIP TEAM

The Avenger - *Barclay College of Law Review* is a law school organization whose primary purpose is to publish a journal of legal and judicial scholarship. In addition, the *Law Review* aims to be an effective research tool for practicing lawyers and students, and to provide opportunities for its student members to develop their own editing and writing skills. The organization is part of the Cavalla International University - Barclay College of Law; student editors make all editorial and organizational decisions and, together with a professional business staff, carry out day-to-day operations. Its members are second- and third-year Barclay Law students who dedicated to legal journalism.

The *Law Review* is published monthly from January through September, including a special Supreme Court issue and a *Developments in the Law* issue each April. The *Law Review* publishes articles, essays, journals, and book reviews by internal and external authors, academics, as well as judges and legal practitioners, and alongside pieces by student editors, including Notes, as well as comments on recent cases, legislation, and other legal developments. All pieces undergo a rigorous editorial process, and all students writing are unsigned. Authors interested in publishing in the *Law Review* are invited to submit manuscripts for consideration at barclaylawreview@cavallauniversity.edu, and review a sample article for formatting requirements at <https://digitalcommons.wcl.american.edu/tma/vol9/iss2/3/>.

EDITORIAL BOARD



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SUBMISSION & COPYRIGHT POLICIES

Who Can Submit?

Law students may submit an original article(s) or journal(s) to be considered for publication in *The Avenger*, provided he or she owns the copyright to the work being submitted, or is authorized by the copyright owner or owners to submit the article. Authors are the initial owners of the copyrights to their works (an exception in the non-academic world to this might exist if the authors have, as a condition of employment, agreed to transfer copyright to their employer).

General Submission Rules

Submitted journals cannot have been previously published, nor be forthcoming in an archival journal or book (print or electronic). **Please note:** "publication" in a working-paper series does *not* constitute prior publication, and any plagiarism (without proper citation) in his or her articles or journals is subject to disqualification for publication. In addition, by submitting material to *The Avenger*, the author is stipulating that the material is not currently under review at another journal (electronic or print), and that he or she will not submit the material to another journal (electronic or print) until the completion of the editorial decision process at *The Avenger*. If you have concerns about the submission terms for *The Avenger*, please contact Editor-In-Chief or Asst. Editor-In-Chief for additional information.

General Submission Rules

Once articles and journals are reviewed and approved for publication by the Law Review Editorial Board. The law student will be contacted immediately and be published on under *The Avenger* – Barclay College of Law Review website, and on SelectedWorks – Bepress.



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CORRESPONDENCE TEMPLATE 1

The below correspondence template will be used to respond to law students and authors.



**Cavalla
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The Avenger - Barclay College of Law Review

Date

Greetings, Student/Author Name:

Status of Article/Journal: Draft Initial Review (Step 1)

I am in receipt of your first draft and is currently in review. I will contact you if additional information is needed. The *Law Review* is committed to academic excellence of ensuring a rigorous review process of articles and journals for successful publication. The *Law Review* uses a Four-Step Sequential Analysis process, which is shown below:

1st Step: Draft Initial Review (Draft is being reviewed for clear, concise, and accuracy.)

2nd Step: Content, Editing, and Formatting Review (Draft is being reviewed for content, editing, and formatting).

3rd Step: Integrity and Ethics Review (Draft is being thoroughly reviewed and scrutinize for any ambiguity, bias, and, ethical concerns. All articles and journals are subject to plagiarism verification for originality.)

4th Step: Final Analysis and Publication Review (Draft will receive final review and approval for successful publication).

You will receive updates regarding the status of your draft article(s) or journal(s) within 7 to 10 business days (excluding Holidays and weekends). The *Law Review* will continue to reach out if any additional information is required. Feel free to reach out if you have any questions or concerns, or if you wish to submit additional documentation or draft(s), please send to: barclaylawreview@cavallauniversity.edu. Thank you for your interest in publishing with The Avenger- Barclay College of Law Review.

Best regards,

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CORRESPONDENCE TEMPLATE 2

The below correspondence template will be used to respond to law students and authors.



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Date

Greetings, Student/Author Name:

Status of Article/Journal: Content, Editing, and Formatting Review (**Step 2**)

I am in receipt of your draft and is currently in review for content, editing, and formatting. I will contact you if additional information is needed. The *Law Review* is committed to academic excellence of ensuring a rigorous review process of articles and journals for successful publication. The *Law Review* uses a Four-Step Sequential Analysis process, which is shown below:

1st Step: Draft Initial Review (Draft is being reviewed for clear, concise, and accuracy.)

2nd Step: Content, Editing, and Formatting Review (Draft is being reviewed for content, editing, and formatting).

3rd Step: Integrity and Ethics Review (Draft is being thoroughly reviewed and scrutinize for any ambiguity, bias, and, ethical concerns. All articles and journals are subject to plagiarism verification for originality.)

4th Step: Final Analysis and Publication Review (Draft will receive final review and approval for successful publication).

You will receive updates regarding the status of your draft article(s) or journal(s) within 10 to 15 business days (excluding Holidays and weekends), after Step 1 has been completed and approved. The *Law Review* will continue to reach out if any additional information is required. Feel free to reach out if you have any questions or concerns, or if you wish to submit additional documentation or draft(s), please send to: barclaylawreview@cavallauniversity.edu. Thank you for your interest in publishing with The Avenger- Barclay College of Law Review.

Best regards,

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CORRESPONDENCE TEMPLATE 3

The below correspondence template will be used to respond to law students and authors.



**Cavalla
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Date

Greetings, Student/Author Name:

Status of Article/Journal: Integrity and Ethics Review (Step 3)

I am in receipt of your draft and is currently in review for integrity and ethics. I will contact you if additional information is needed or further refinement is needed. The *Law Review* is committed to academic excellence of ensuring a rigorous review process of articles and journals for successful publication. The *Law Review* uses a Four-Step Sequential Analysis process, which is shown below:

1st Step: Draft Initial Review (Draft is being reviewed for clear, concise, and accuracy.)

2nd Step: Content, Editing, and Formatting Review (Draft is being reviewed for content, editing, and formatting).

3rd Step: Integrity and Ethics Review (Draft is being thoroughly reviewed and scrutinize for any ambiguity, bias, and, ethical concerns. All articles and journals are subject to plagiarism verification for originality.)

4th Step: Final Analysis and Publication Review (Draft will receive final review and approval for successful publication).

You will receive updates regarding the status of your draft article(s) or journal(s) within 3 to 5 business days (excluding Holidays and weekends), after Step 2 has been completed and approved. The *Law Review* will continue to reach out if any additional information is required. Feel free to reach out if you have any questions or concerns, or if you wish to submit additional documentation or draft(s), please send to: barclaylawreview@cavallauniversity.edu. Thank you for your interest in publishing with The Avenger- Barclay College of Law Review.

Best regards,

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CORRESPONDENCE TEMPLATE 4

The below correspondence template will be used to respond to law students and authors.



**Cavalla
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The Avenger - Barclay College of Law Review

Date

Greetings, Student/Author Name:

Status of Article/Journal: Final Analysis and Publication Review (**Step 4**)

I am in receipt of your draft and is currently in review for final analysis and publication. I will contact you if additional information is needed or further refinement is needed before publication. The *Law Review* is committed to academic excellence of ensuring a rigorous review process of articles and journals for successful publication. The *Law Review* uses a Four-Step Sequential Analysis process, which is shown below:

1st Step: Draft Initial Review (Draft is being reviewed for clear, concise, and accuracy.)

2nd Step: Content, Editing, and Formatting Review (Draft is being reviewed for content, editing, and formatting).

3rd Step: Integrity and Ethics Review (Draft is being thoroughly reviewed and scrutinize for any ambiguity, bias, and, ethical concerns. All articles and journals are subject to plagiarism verification for originality.)

4th Step: Final Analysis and Publication Review (Draft will receive final review and approval for successful publication).

You will receive updates regarding the status of your draft article(s) or journal(s) within 2 to 4 business days (excluding Holidays and weekends), after Step 3 has been completed and approved. The *Law Review* will continue to reach out if any additional information is required. Feel free to reach out if you have any questions or concerns, or if you wish to submit additional documentation or draft(s), please send to: barclaylawreview@cavallauniversity.edu. Thank you for your interest in publishing with The Avenger- Barclay College of Law Review.

Best regards,

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CORRESPONDENCE TEMPLATE - CONGRATULATIONS

The below correspondence template will be used to respond to law students and authors.



**Cavalla
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The Avenger - Barclay College of Law Review
PUBLICATION LETTER

Date

Greetings, Student/Author Name:

Status of Article/Journal: CONGRATULATIONS – PUBLISHED!

Congratulations! Your article has made it through a rigorous four-step sequential process. Upon review, the Law Review Editorial Board has thoroughly reviewed and approved your article/journal for publication. Your article/journal has been published on the Cavalla International University- *The Avenger - Barclay College of Law Review* website, which you can access by going to the University's website at <https://cavallauniversity.education/>, under the eservice tab.

As a published author, your *Law Review* publication is subjected to copyright policies. The *Law Review* wishes you the best in your academic and professional endeavors. Please feel free to reach out if you have any questions or concerns, or if you wish to submit additional drafts for publication, and please send to: barclaylawreview@cavallauniversity.education.

Again, thank you for your interest in publishing with *The Avenger- Barclay College of Law Review*.

Best regards,

Valencia Johnson

Valencia Johnson, Law Review President

Cappriccio Scates

Cappriccio Scates, Editor in Chief

Christopher Kempson

Christopher Kempson, Faculty Advisor

Sasha Ulloa

Sasha Ulloa, Asst. Editor in Chief



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CORRESPONDENCE TEMPLATE – DENIAL LETTER

The below correspondence template will be used to respond to law students and authors.



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DENIAL LETTER

Date

Greetings, Student/Author Name:

Thank you for your interest in publishing with *The Avenger - Barclay College of Law Review*. After careful consideration, your article or journal did not meet the academic requirements of the *Law Review* rigorous process. The *Law Review* is committed to academic excellence of ensuring a rigorous review process of articles and journals for successful publication. The *Law Review* uses a Four-Step Sequential Analysis process, which is shown below:

1st Step: Draft Initial Review (Draft is being reviewed for clear, concise, and accuracy.)

2nd Step: Content, Editing, and Formatting Review (Draft is being reviewed for content, editing, and formatting).

3rd Step: Integrity and Ethics Review (Draft is being thoroughly reviewed and scrutinize for any ambiguity, bias, and, ethical concerns. All articles and journals are subject to plagiarism verification for originality.)

4th Step: Final Analysis and Publication Review (Draft will receive final review and approval for successful publication).

Your article or journal did not meet one or more of the following requirements shown above, and/or the topic chosen is not considered at this time. You may appeal your draft article(s) or journal(s) within 7 to 10 business days (excluding Holidays and weekends), upon receipt of the date shown on this letter. Feel free to reach out if you have any questions or concerns, or if you wish to submit additional documentation or draft(s), please send to:

barclaylawreview@cavallauniversity.education.

Again, thank you for your interest in publishing with *The Avenger- Barclay College of Law Review*.

Best regards,

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LAW REVIEW EDITORIAL BOARD – EVALUATION SHEET

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Law Student/Author Name		Type of Review	Choose A Type of Review
Date of Submission	Click here to enter a date.	Date of Review	Click here to enter a date.
Reviewer Name	Choose A Reviewer	Final Rating	Choose Final Rating
LAW REVIEW RUBRIC AND RATING REQUIREMENTS			
DESCRIPTION	RATING	Meet Standards	OTHER/COMMENTS/FEEDBACK
Article & Focus: Article, central idea, audience, purpose, and digressions.	0.0 - No Rating	Choose A Standing	
Support & Development: Article support, Article development, use of examples, logic, and reason.	0.0 - No Rating	Choose A Standing	
Coherence & Organization: Introduction, conclusion, body paragraphs, transitions, and topic sentences.	0.0 - No Rating	Choose A Standing	
Language & Style: Word choice, repetition, redundancy, awkwardness, article misuse, wrong word form (their/there, etc.), typos/misspellings, and vocabulary.	0.0 - No Rating	Choose A Standing	
Grammar: Fragments, subject-verb agreement, verb tense errors, verb form errors, run-ons, and pronoun agreement.	0.0 - No Rating	Choose A Standing	
Punctuation & Capitalization: Comma errors, comma splices, apostrophe errors, capitalization errors, semicolon errors, and colon errors.	0.0 - No Rating	Choose A Standing	
Format: heading, title, margins, spacing, length*, <u>underlined Article</u> *Length for the research paper is 800 words minimum	0.0 - No Rating	Choose A Standing	
Plagiarism Checker: Did the law student/author meet the 20% or less originality?	0.0 - No Rating	Choose A Standing	
Content, Editing, and Formatting: Did the law student/author made corrections or revisions?	0.0 - No Rating	Choose A Standing	
FINAL RATING (Note: Add all Rating Points and Divide by 9):			