UNU-CRIS Policy Brief Guidelines

- The word count of a policy brief should be between 2,500-3,000 words (excl. the reference list). UNU-CRIS reserves the right to allow the limits to be exceeded, depending on the nature of the article.
- All policy briefs are to be written in consistent British English, although other languages (currently: French, Dutch and Spanish) are also accepted.
- A short executive summary, biography, acknowledgements, and contact details should be included.
- Authors are welcome to present executive summaries in the main language(s) of the regions on which their papers focus.
- Tables, schemes, diagrams and figures may be incorporated into the text. UNU-CRIS encourages the visualisation of key information.
- Subheadings should be included in the text.
- Bibliographical references should be incorporated into the text using the author-date system, with page numbers where necessary (example: Lee, 2002, 55-62). Short website portals may be incorporated as acronyms into the text; for instance, World Health Organization (WHO.org). All references should be listed alphabetically at the end of the article. Bibliographical references should follow the reference style used by the International Organization journal: https://www.cambridge.org/core/journals/international-organization

Referencing Examples

**Books:**

**Journal articles:**

**Chapters in an edited book:**

**Conference papers:**

**Online documents:**