UNU-CRIS Working Paper Guidelines

- Submissions to the Working Paper Series should typically be between 3,000 and 10,000 words but there is flexibility depending on the type of content.
- All papers are to be written in consistent British English, although other languages (currently: French, Dutch and Spanish) are also accepted.
- Draft papers should be submitted in Word format and will be published in PDF.
- Tables, schemes, diagrams and figures may be incorporated into the text. UNU-CRIS encourages the visualisation of key information.
- To facilitate the formatting stage and ensure fast publication, please consider the following formatting:
  - 10 pt font.
  - 0 pt spacing before and after paragraphs.
  - Single line spacing.
  - Attach all images included in the paper to the email submission in image format (e.g. png, jpeg, jpg), labelled accordingly (e.g. Image 1, Table 2)
  - Adding source/editable files for all graphs/tables.
- You may choose your style of referencing, but it needs to be clear and consistent throughout the submission. Otherwise, it may be returned to you for correction prior to publication.
- Footnotes should be used to add remarks or specific information. They should be numbered consecutively.
- Authors are requested to attach an abstract (10-20 lines) stating precisely the topic under consideration, the method of argument used in addressing the topic, and the conclusions reached.
  - Authors are welcome to present abstracts in the main language(s) of the regions on which their papers focus.
- A table of contents should be provided.
- A list of keywords should also be added. It should include the basic parameters of the document: where (regions addressed), when (time period), who (actors) and how (issues).
- A short biographical note, acknowledgements, and contact details should be included.
- A list of acronyms would be welcomed when many are used throughout the text.

For reference, you can view previous UNU-CRIS working papers here.

Please contact adunn@cris.unu.edu if you have any questions about a potential submission.