UNU-CRIS Working Paper Guidelines

The authors are responsible for submitting the text in the required format. Incomplete or incorrect submissions will be returned to the author(s).

- Submissions to the Working Paper Series should be between 6000 and 10000 words. UNU-CRIS reserves the right to be flexible on the word count, depending on the nature of the article.

- All papers are to be written in consistent **British English**, although other languages (currently: French, Dutch and Spanish) are also accepted.

- Authors are welcome to present abstracts in the main language(s) of the regions on which their papers focus.

- Draft papers should be **submitted in Word**. Papers will be published in PDF format.

- 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

  (See table at the end of the document for examples)

- 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.

- A **table of contents** with two levels may be added after the abstract to facilitate document navigation. Table of contents are done automatically after the headlines are properly selected in the style box.

- A list of **keywords** should also be added. It should include the basis 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.

- Tables, schemes, diagrams and figures may be incorporated into the text. UNU-CRIS encourages the visualisation of key information.

- A **list of acronyms** would be welcomed when many are used through the text.

Referencing Examples

Books:

Dahl, Robert A. 1971. *Polyarchy: Participation and Opposition*. New Haven: Yale University Press.

Journal articles:

Marijsse, Stefaan. 2003. Regress and War: The Case of the DRCongo. *European Journal of Development Research* 15 (1): 73–98.

Chapters in an edited book:

Breslin, Shaun, Richard Higgott, and Ben Rosamond. 2002. Regions in Comparative Perspective. In *New Regionalism in the Global Political Economy: Theories and Cases*, edited by Shaun Breslin, Christopher W. Hughes, Nicola Phillips, and Ben Rosamond, pp.1–19. London: Routledge,

Conference papers:

Smith, John. 2001. A History of Canada. Paper presented at the International Studies Association Conference, March, Los Angeles.

Online documents:

Radelet, Steven, and Jeffrey Sach. 1999. What Have We Learned, So Far, From the Asian Financial Crisis? Harvard Institute for International Development, 4 January. Available from <www.hiid.harvard.edu/pub/other/aea122.pdf>.