

Information for authors

1. Manuscript format and style guide

Articles should be in English, typed double-spaced, and they should not exceed 50,000 characters, including the references.

Photographs, diagrams and tables should be presented on separate pages, clearly labeled with the author's name, and numbered.

Authors are requested to send an electronic version of their article, preferably as a Word file, with 7-10 line abstract and 4-6 key words.

2. Spelling

Use either UK or US spellings consistently throughout. For UK spellings, take as a guide the new edition of the Concise Oxford English Dictionary and the Oxford Dictionary for Writers and Editors; Webster's Collegiate for US spellings. UK spellings will prefer '-ize' to '-ise', as a verb ending (e.g. realize, specialize, recognize etc.).

3. Footnotes

Keep footnotes to a minimum, indicate them with superscript numbers. Please be consistent with the format in the following examples:

- **Archival material:**
Hotărârea Consiliului de Miniștri, no. 34/1854, Arhivele Naționale ale României, Bucharest, fond Consiliul de Miniștri, vol. No. 34, p. 245.
- **Oral history interviews:**
Ioniță Costache, interview by Georgeta Negru, audio file no. 1344, Archives of the Oral History Institute, Cluj-Napoca, recorded in Bârsana, Maramureș, 14 September 2000.
NB! Please note that for oral history quotations, authors need to prove the existence of the copyright from the interviewees.
- **For journal articles:**
Ion Popescu, "Psychological aspects of the nuclear arms race," *Journal of Humanistic Psychology*, no. 13, vol. 2, 1987, p. 34
- **For online articles:**
P. Kwikkers, and A. van Wageningen, "A Space for the European Higher Education Area: The Guidance from the EU Court of Justice to Member States," *Higher Education Policy* available online (last accessed)
- **For books:**

P.J. Bracken, *The Command and Control of Nuclear Forces*, New Haven, Yale University Press, 1997, p. 45.

- **For chapters within books:**
G.D. Hook, "Japanese Business in Triadic Globalization," in H. Hasegawa and G.D. Hook (eds). *Japanese Business Management: Restructuring for Low Growth and Globalization*, London, Routledge, pp. 19-38.
- **Conference paper:**
N.H. Harley, "Radon risk models," in A.R. Knight and B. Harrad (eds.) *Indoor Air and Human Health*, Proceedings of the Seventh Life Sciences Symposium, Knoxville, USA. Amsterdam: Elsevier, 29-31 October 1981, pp. 69-78.
- **Papers/Talks presented at a Conference but not published:**
S. Martin, *An exploration of factors which have an impact on the vocal performance and vocal effectiveness of newly qualified teachers and lecturers*. Paper presented at the Pan European Voice Conference; Graz, Austria, 31 August 1997.
- **Online resources/webpages:**
Greens call for attack on asylum 'push factors'. Green Party report, 4 March, <http://www.greenparty.org.uk/index.php?nav=new&n=1838>, accessed 9 March 2005.
- **Thesis:**
Andrea Popescu, *Epistemic communities in European policy-making*, PhD dissertation, Department of Political Science, University of Pittsburgh, 2005.