



International and Comparative Law Quarterly

Instructions for Contributors

The ICLQ welcomes the submission of contributions for consideration by the Board of Editors with a view to publication. All manuscripts must be submitted online via the website:

<http://mc.manuscriptcentral.com/iclq>

The Board of Editors will only consider material which complies with the following:

1. The submission should be an original, unpublished work not currently under consideration for publication elsewhere. Please note that our exclusive submission policy means you cannot submit your work to another journal until you have received a decision from us. If you would like to submit to another journal, you must withdraw your article from consideration by the ICLQ.
2. The ICLQ publishes articles that deal with public international law, private international law, comparative law, human rights law and European Union law. It particularly encourages the submission of innovative and original articles whose theme or content illuminate more than one of these subject areas. Articles which do no more than rehearse familiar and well-known material, or which are concerned only with national law (other than private international law) in a non-comparative way, should not be submitted.
3. Long articles should not exceed 12,000 words (16,000 words including footnotes). Pieces of between 3,000 and 6,000 words will usually be considered for the 'Shorter Articles and Notes' section. The editors will decide on the section to which all contributions, irrespective of length, are best suited should they be accepted for publication. ScholarOne will require you to enter the word count (including footnotes) when submitting your article, and to indicate if you intend it for the 'Shorter Articles and Notes' section.
4. Footnotes should be numbered consecutively throughout the article and be in the form normally used by the ICLQ. Please see the Style Guide for further information. Footnoting should not be excessive.
5. A short (50–100 words) abstract of the article should be included in your article document. We reserve the right to edit abstracts for length and style. Please also supply a minimum of five keywords (maximum ten) in your article document to enable digital searching.
6. Authors should state their present academic or professional affiliation and indicate any professional or personal involvement in the subject matter of the article.
7. The ICLQ only accepts submissions online via the ScholarOne platform. To upload your manuscript please go to: <http://mc.manuscriptcentral.com/iclq>. Detailed instructions for submitting your manuscript online can be found at the submission website by clicking on the 'Get Help Now' link in the top right of the screen; and then clicking on the 'Author' icon on the following page. Do not hesitate to contact the ScholarOne support team should you need assistance with the online submission. Once you have submitted your manuscript, the Editor will acknowledge receipt, with a reference number, which should be quoted in all correspondence.
8. Book reviews of up to 1,000 words are encouraged and should also be submitted via the ScholarOne system, ensuring you select the manuscript type as 'Book Review'. Any queries relating to accessing review copies should be directed to iclq@biicl.org.
9. The ICLQ will initially publish articles using Cambridge Journals' *FirstView* workflow. This is a system which enables an article to be published online as soon as it is ready and then moved to a print issue later. This means ICLQ authors can be sure of fast publication. Authors should understand that once an article appears on *FirstView* it is 'published' and therefore no further corrections can be made.

10. The ICLQ reserves the right to check any article through the plagiarism software Turnitin.

11. Charges apply for all colour figures that appear in the print version of the journal. At the time of submission, contributors should clearly state whether their figures should appear in colour in the online version only, or whether they should appear in colour online and in the print version. There is no charge for including colour figures in the online version of the Journal but it must be clear that colour is needed to enhance the meaning of the figure, rather than simply being for aesthetic purposes. If you request colour figures in the printed version, you will be contacted by CCC-Rightslink who are acting on our behalf to collect Author Charges. Please follow their instructions in order to avoid any delay in the publication of your article.

12. The article should follow the journal's style which is outlined below.

ICLQ Style Guide

1. Layout

All articles should be submitted in 12-point font, double-spaced, with margins of at least 2.5 cm.

The first page should include the title of the article (in capitals), your name, a short abstract (with bold font heading '**Abstract**') and a minimum of five keywords (with bold font heading '**Keywords**'). A footnote indicated by an asterisk (*) should be appended to your name, supplying your present affiliation and including any acknowledgements that you wish to make.

New paragraphs should be indented, except for the first paragraph in a section. All sentences should be separated by a single space and double spaces should not be used.

ICLQ uses the following (centralized) heading levels:

I. FIRST-LEVEL SUBHEADING

A. Second-level Subheading

1. Third-level subheading

a) Fourth-level subheading

Lists

- Numbered lists should use Arabic numerals. Bullet-point lists may also be used. Where list items are complete sentences, capitals and punctuation may be used. Otherwise, use lower case and a semi-colon to end each point.

Quotations

Quotations of fewer than three lines should be set in single quotation marks within the main text, with double quotation marks reserved for quotations within quotations. Longer quotations should begin on a new line, without quotation marks, and all the lines should be equally indented. However, the first line *after* the quotation extract is not indented.

2. Points of Style

Abbreviations

- All abbreviations should be spelled out in first use with the abbreviation following in brackets, eg 'European Convention on Human Rights (ECHR)'.
- Abbreviations and acronyms should not be followed or separated by a full stop, eg:
document – doc
number – no
paragraph – para
United Kingdom – UK
- Use 'per cent' rather than the symbol '%'.

Capital letters

- State is capitalized when it means a country, but not when it means an internal state, eg
the State breached its obligations under the treaty;
the state of Minnesota;
EU Member State.
- Article should be capitalized, e.g. Article.

Dates and Times

- Dates should be written in the form 'day month year' (2 December 2003).
- For a period of years use: 2000–03.
- Times should be written using the 24-hour clock, not am or pm, eg: '09.30' and '18.15'.

Italics

- Words that have become part of the English language should not be italicized (ad hoc, ibid, de facto, ex officio, per se, etc). One Exception to this is 'inter alia' which should be italic.
- Phrases in other languages should be italicized.

Numbers

- Numerals should be written out up to and including ten; 11 and above should be given in figures. Where a sentence includes numerals either side of ten, these should all be given as figures.
- Ranges of numbers are elided to the shortest pronounceable form, so 283–5, rather than 283-285; but note 311–12.
- Ordinal numbers (1st, 2nd, etc) should be written out in full (first, second, etc), particularly in the case of centuries ('the seventeenth century').

Punctuation

- The serial comma (i.e. the one before 'and' in 'peace, war, and defence') should not be used.
- Words omitted from quotations should be indicated by three full stops:
the Court stated: 'There is no suggestion in the present case ... that the father is in any way unfit to have access.'
- Where quotations do not comprise a full sentence the punctuation should be placed outside the closing quotation mark.
- A single space rather than a double space should be used after full stops.
- Split infinitives should not be used.

Spelling

- Spelling should follow the Oxford English Dictionary or the Concise Oxford Dictionary.
- For the '-ise' / '-ize' sound expressed as 'z', use z instead of s. For example:
organize, recognizing, emphasize, globalization, modernize, authorize
- There are some exceptions, which always take s instead of z. If in doubt, check the Oxford English dictionary. Below are some examples:
paralyse, analysing, compromise, exercise, otherwise
- Note the following miscellaneous spellings:
case law
Cold War
cooperation
decision-making (adjectival)
multinational
nonetheless
policy-maker
postcolonial
postmodern
Sharia
socio-economic
socio-political
soft-law (adjectival)
transnational
World War II

Titles

- 'Professor' should always be spelt in full, not abbreviated to 'Prof'.
- Commas should not be used to separate names and honours (i.e. The Hon Judge David Edward CBE QC MA).

3. Citations

ICLQ style is based on the Oxford Standard for the Citation of Legal Authorities (OSCOLA). This guide is to be followed in the first instance. For citations not covered here please see [OSCOLA](http://www.law.ox.ac.uk/publications/oscola.php) <http://www.law.ox.ac.uk/publications/oscola.php>. If the citations are international, please see the OSCOLA 2006 guide to citing international legal citations http://www.law.ox.ac.uk/published/OSCOLA_2006_citing_international_law.pdf.

Footnote style

- Footnote cues should appear **after** the punctuation mark, eg:
This was stated by the Court in *Defrenne*.¹
- Words such as 'article' or 'paragraph' should be written in full in the main text but should be abbreviated in footnotes.

article	art
paragraph	para
volume	vol
- Always write 'section' in full; do not use §.
- With the exception of *ibid* (see below), avoid use of Latin in footnotes, i.e. *supra*, *infra*, *op.cit.*
- In a subsequent citation of a source, briefly identify the source and provide a cross-citation in brackets to the footnote in which the full citation can be found, eg Smith (n 4) / Gasser (n 6). If the subsequent citation is in the footnote immediately following the full citation and that citation is the only one in the preceding footnote, 'ibid' should be used instead.

Primary sources

Cases should appear in italics, including the *v*, which takes no full stop. Where there are multiple parties, only the first claimant and the first defendant are named.

Callaghan v The Queen (1952) 87 CLR 115 (HCA)

Unreported decisions should be reported by their neutral citation if they have one, otherwise in the following format: *name of case* (court, date of judgment) transcript page or paragraph number. Omit the word 'unreported'.

Thannhauser v Westpac Banking Corporation (Federal Court of Australia, 9 December 1991) [90].

Opuz v Turkey, Application No 33401/02, Judgment of 9 June 2009.

Secondary sources

Where there are more than three authors only the first author should be cited, eg:
RES Bloggs et al.

Citations should follow the following examples:

Books JES Bloggs, *The Application of the European Convention on Human Rights* (3rd edn, Butterworths 1987) vol 2, 17–68.

Articles JES Bloggs, 'The Future of Human Rights in Europe' (1989) 1 NQHR 6, 8.

Articles in books JES Bloggs, 'Children and the European Convention on Human Rights' in F Matscher and H Petzold (eds), *Protecting Human Rights: The European Dimension* (Hart Publishing 1988) 73, 75.

Websites D Smith, 'Virtual Friend Fires Employee' (Naked Law, 1 May 2009) <<http://www.nakedlaw.com/2009/05/index.html>>.

Websites do not need to include an accessed date.

Working Papers JD Bloggs, 'European Law' (2010) Oxford Legal Studies Research Paper 1/2010, 1, 8 <<http://ssrn.com/abstract=652721>>.

Conference Papers B McFarlane and D Nolan, 'Remedying Reliance: The Future Development of Promissory and Proprietary Estoppel in English Law' (Obligations III conference, Brisbane, July 2006).