



## Author and style guidelines for publishing on the Global Policy Website

### Scope and Aims

Global Policy's website has a multidisciplinary, interdisciplinary and international perspective. We are committed to developing the accuracy, policy relevance and forward looking outlook of research, argument and commentary. We aim to communicate research and analysis in the most accessible and professional fashion. We seek to engage meaningfully with a wide range of readers and contributors in academia, think tanks, governments, international organizations, central banks, industries, and NGOs dealing with global policy issues.

The focus for most of the work accepted for online publication will lie in globalisation, global social policy, economics, global politics, government, international law, international relations and international political economy, but equally the website will be relevant for and of interest to a much wider range of disciplines.

Stylistically, online content often focuses on breaking news stories and ongoing debates, and is less formal and more punchy than content from the print journal. It also often introduces longer research pieces or ongoing research programmes in a digestible format to non-experts. However the best way to get a feel for the type and quality of content likely to be published is to explore the Global Policy website and the ['Editorial Statement'](#).

The editors are committed to developing both the highest standards of scholarship, analysis and evidence-based reasoning by authors. As such, all submissions for publication online are subject to rigorous editorial oversight and some to peer-review. As such it retains the right to refuse any material that does not fit our editorial remit or publication standards which can be found below.

### Politics

Global Policy welcomes arguments and research from across the political spectrum. Indeed it understands the inherently divisive and occasionally controversial nature of its themes. At the same time, it believes the website offers a good platform to encourage constructive debate and share challenging opinions.

With this in mind, Global Policy asks authors to consider carefully all sides of an argument and will not accept submissions that do not give balanced arguments (although authors should feel free to side with one side or the other). Similarly the editors will not accept

submissions that perpetuate mischaracterisations or stereotypes of any individual or group, or those that encourage violence.

## **Types of Content**

Global Policy blogs, columns and Online Essays are short commentaries, opinion and research-based pieces on current issues facing the global policy community.

Most online content is hosted on the Comment page, [found here](#).

### *1) Opinion and Analysis*

Global Policy Opinion and Analysis pieces are short (800-1200 word) commentaries on current issues facing the global policy community. They represent a diverse range of opinion and argument by early career academics and practitioners.

Most Opinion and Analysis are one off or ad-hoc contributions.

Editorial oversight and publication will usually occur within one week of submission.

### *2) Columns*

Global Policy columns are lengthier (1000-3000 word) analytical and opinion pieces by established academics and practitioners on current issues facing the global policy community. Most of our columnists are regular contributors to the website, including institutions that are affiliated with Global Policy and agree to provide content on a regular basis.

Alongside presenting new research or opinion, columns often introduce articles from the print journal or update research findings and arguments presented in previously published pieces.

Editorial oversight publication will usually occur within two weeks of submission.

If you wish to discuss becoming an individual or institutional columnist with Global Policy please contact the [Online or Executive Editor](#).

### *3) Essays*

Essays are longer (3000-4000 words) analytical and research pieces by academics and practitioners looking to reach a global audience. Essays are intended to allow writers to publish emerging research findings or argument quickly, or to publish shorter pieces that are not suitable for inclusion within the print journal as double blind peer-reviewed research articles.

Authors are encouraged to contribute original research or argument through their essays. Each must include an abstract and set of bullet pointed policy recommendations.

All essays are reviewed by an early career academic or practitioner before publication. Although we try to review submitted pieces within six weeks, but we cannot guarantee how long the peer-review process and subsequent publication will take.

Stylistically essays should follow the 'Style Guide' on the '[Contribute](#)' page of the Global Policy website.

#### 4) *Other*

Global Policy's website also hosts other types of written content, including book, play and film reviews.

With regards to the author guidelines and style of such content, authors should follow the guidelines for Opinion pieces or contact [Global Policy's editors](#).

### **Style**

All submissions should be emailed in a Microsoft Word document.

#### *Thumbnail Picture*

If provided, please ensure the thumbnail is in JPEG form and in a separate document to the Word document. Please also assure that the pictures are not in breach of any copyrights and where necessary the original author/photographer is credited at the bottom of the text. Ideally, using a [Creative Commons](#) license or similar.

[Pexels.com](#) is a good resource for copyright free picture.

Unless provided, Global Policy will choose this for you.

#### *Title and Opening Lines*

Provide a fully descriptive article title of not more than 10 words, giving a substantive picture of the argument or research findings. Catchy, informal or quote laden headlines are acceptable as long as they are not slanderous or biased to a particular political viewpoint (divisive or controversial political arguments should be developed within the piece, not in the title).

The opening lines of a piece should be in **bold** and italicized. They must also give the author's name and convey the general content of the piece in one or two sentences. For an example, please see the following image:

The screenshot shows the Global Policy website interface. At the top, there is a dark header with the 'global POLICY' logo on the left. To the right of the logo are a newsletter sign-up form, a search bar, and social media icons for RSS, Facebook, and Twitter. Below the header is a navigation menu with links for HOME, THE JOURNAL, BOARD MEMBERS, COMMENT & OPINION, PROJECTS, VIDEOS & INTERVIEWS, EVENTS, and SUBSCRIBE. The main content area is divided into three columns. The left column, titled 'GP COLUMNS', lists several authors and their affiliations. The middle column features a featured article titled 'Feeding Nepal's Economy: It's Time to Stop Taking Candy from a Baby' by Rebecca Cockayne, dated 15th October 2013. The article includes a photo of a woman in a Himalayan village and a caption about international volunteers. The right column, titled 'MORE', lists additional articles, including a book review of 'Migrant Labor in the Persian Gulf'.

### *Body*

Text should be presented in non-indented paragraphs.

Although it is not necessary to include sub-headings, pieces should have clear introductory and concluding paragraphs that allow readers to quickly get a sense of the piece, its direction and argument.

### *Footnotes or Endnotes*

The website is unable to accommodate footnotes or endnotes (Word macros in general). If authors wish to include them please write out the footnote or endnote manually. For example, you would have to write (2) at the end of the sentence and then (2) xxx xxx xxx in a footnotes, endnotes or references section at the end of the piece.

### *Referencing and Citations*

The body of the text may contain hyperlinks (the preferred option) to cited works or evidence that backs up arguments. When submitting please make sure hyperlinked words are in **bold** and underlined so the editors do not miss them during the upload process.

If hyperlinks are unavailable, academic referencing is acceptable. Please see the 'Style Guide' on the '[Contribute](#)' page of the Global Policy website for further information on the systems we use.

### *Pictures, Graphs and Tables*

The website can accommodate these best if they are in JPEG form. They can either be included in the submitted Word document or a URL can be provided from which we can draw the picture.

Please indicate clearly where pictures should go.

Please also assure ensure that the pictures are not in breach of any copyrights and where necessary credit the original author/photographer directly below the picture in brackets or at the bottom of the text. Where applicable, please also provide a URL to the original picture.

### *Byline / Biographical Information*

Please include an italicised one or two sentence author bio at the bottom of the piece. This may include hyperlinks to personal websites or social media accounts. Please see the image below for an example:



### **Creative Commons**

Please indicate in your submission email whether you would like your piece to be published under a Creative Commons BY-NC-ND license or not. This is entirely your choice and your decision will not affect your chances of being published.

A Creative Commons license is one of several public copyright licenses that enable the free distribution of an otherwise copyrighted work. For more information please [see here](#).

### **Submission**

All pieces and questions should be submitted by email to the [Online Editor](#): Online (at) global-policy.com or Journal (at) global-policy.com