

# Notes for contributors

## Manuscripts

The Editors welcome submission of material for consideration as a main article or as a review article. The length required for main articles is 9–12,000 words, including footnotes, and longer submissions will not normally be reviewed. Review articles should be about 4,000 words and replies about 2,000 words. These are also sent to independent referees. The *Review* is a refereed journal, and contributors should allow time for the process of refereeing to take place. **It is the author's responsibility to provide the editors with an accurate total word count for all articles on submission.**

Prospective authors should submit their manuscripts by electronic mail (RISsub@st-andrews.ac.uk) or on disk. Submission of manuscripts is now also online via the website: <<http://mc.manuscriptcentral.com/ris>>. Detailed instructions for submitting your manuscript online can be found at the submission website by clicking on the Instructions and Forms link in the top right hand of the screen; and then clicking on the Online Submission Instructions for Authors icon on the following page.

Manuscripts should be typed on one side of the paper only with generous margins and should be double spaced throughout. An abstract of 100 words plus a short biographical note (appropriate for Notes on Contributors) should accompany the manuscript. To guarantee anonymity, authors should include a title page without their names, and remove any reference to themselves from the manuscript.

When an article has been accepted for publication, the author **must** send a copy of the final version by e-mail attachment or on computer disk (IBM compatible PC) giving details of the word processing software used, and also one hard copy typescript. **The Editors reserve the right not to accept articles not presented in the house style, details of which are given below.**

## References and notes

These should be amalgamated and signalled serially within each article by superscript numerals. References and notes should be at the foot of each page. References should give full biographical details, including place of publication **and** publisher, at first mention. Thereafter the author's surname and a short title should be used (not *op. cit.*). A cross-reference to the original citation, e.g. '(see n.4 above)', may also be added if the short title reference is not immediately clear. The title of an article should appear in single inverted commas; the title of a book or journal should be underlined. Main words should be 'first-letter' capitalised in article and book titles.

References and notes should be typed in the form of the following examples:

1. Lawrence Freedman, *The Evolution of Nuclear Strategy* (London: Macmillan, 1981), pp. 51–3.
2. Freedman, *Evolution of Nuclear Strategy*, p. 152.
3. Bruce Cumings, 'Japan and the Asian Periphery', in Melvyn P. Leffler and David S. Painter (eds.), *Origins of the Cold War* (London: Routledge, 1994), pp. 226–9.
4. *New York Times*, 13 May 1987.
5. Cumings, 'Japan', p. 216.
6. J. P. Cornford, 'The Illusion of Decision', *British Journal of Political Science*, 4 (1974), pp. 231–43.

## Subheadings

Contributors are encouraged to include up to two levels of subheading in articles to provide 'signposts' for readers. They should be typed flush left with only the first word and any proper names capitalised.

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