

International Feminist Journal of Politics

Instructions for Contributors

The Editors invite submission of article-length manuscripts that might appropriately be published in INTERNATIONAL FEMINIST JOURNAL OF POLITICS. We publish essays that engage with topics at the intersection of politics, international relations and women's studies. We are looking for lively, provocative material that initiates inquiry or prompts intense debate. Contributions may be discipline specific but should engage with critical conversations of interest across disciplines, or they may be interdisciplinary in their theorizing, their methodology or their sources.

In addition to articles, IFjP accepts material submitted in the form of documents, pedagogical discussions, film commentaries, website announcements, conference/meeting reports and other summary reports on research projects for our Conversations section. There is also a substantial book review section including review essays. For further information contact: The Editors, IFjP, York Centre for International and Security Studies, York University, 4700 Keele Street, Toronto, Ontario, Canada, M3J 1P3; email: ifjp@yorku.ca.

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Submission should be in the English language, typed in double spacing and supplied in electronic format (see below). English or American spelling is acceptable provided usage is consistent.

Articles are read first by one of the IFjP editors. If it is appropriate for IFjP and ready for review, the article will be sent out anonymously to be refereed by at least two readers. Every effort will be made to decide as to publication within 6 months of submission. Each author (or set of coauthors) will receive 1 copy of the issue and either 50 offprints or a PDF file of the article.

Preparation of copy

1. Type all copy—including endnotes and the reference list—double-spaced, allowing generous margins on the top, bottom, and sides. Articles should range between 5,000 and 8,000 words including references. Longer articles cannot be considered and will be returned to authors for editing.
2. The first page of the article should have the title 2 inches from the top of the page. An abstract of not more than 200 words should start 2 inches below the title. The abstract should be followed by a list of key words and then by the text. To protect anonymity, the author's name should not appear on the manuscript, and all references in the body of the text and in footnotes that might identify the author to the reviewer should be removed. A brief biographical note about each author should be supplied in a separate file. This should include the article title and the author's name, postal address, and E-mail address, if available.
3. Tables, figures and plates should not be inserted within the article but should be submitted in separate files. All captions should be listed on the sheet along with the corresponding illustration. The desired positions for each table, figure, and plate should be indicated in the pages of the article. Digital photographs should be supplied in jpg or tiff format.
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5. Submissions should be made electronically if possible, either on disk or as an email attachment, saved in Word or RTF (Rich Text Format). If you are unable to supply an electronic version in either of these formats you should submit three hard copies instead. Send submissions to: The Editors, IFjP, Centre for International and Security Studies, York University, 4700 Keele Street, Toronto, Ontario, Canada M3J 1P3, or email us on ifjp@yorku.ca. Please note that the IFjP office will retain copies of all submissions for its files.

Citations and references

Whenever feasible, submissions should follow the Harvard author-date system of documentation. References to works are given in the text in chronological order by enclosing the author's last name and the year of publication in parentheses (Miller 1978) and are keyed to an alphabetical list of references at the end of the article. Specific page or section references follow the date, preceded by a colon NOT a comma (Miller 1978: 234). Other examples are: (Miller and Jones 1978) for dual authorship; (Miller et al. 1978) for more than three authors; (Miller 1978a, 1978b) for two works by the same author in a single year; (Smith 1982; Chanock 1985; Robertson and Berger 1986) for two or more works by different authors.

Endnotes are used for material commenting on or adding to the text and should be used instead of parenthetical citations for references to more than three works, archival materials, unpublished interviews, and legal cases. Within endnotes, second and later references to a work should refer to the author's last name and date. Do not use op. cit or ibid. Endnotes should be typed double-spaced at the end of the article, preceding the list of references.

Full references must be given in the reference list to all works cited in the text, including citations in endnotes. List works alphabetically by author and, under author, by year of publication. References not cited in the text will be removed from the reference list. Author's first names (where available) should not be spelt out in full, but initials used instead, inserted after the surname, as a matter of standard practice.

Page numbers must be supplied for all journal, magazine and newspaper articles and for chapters from edited books, as should the full url for Web documents, along with the date last accessed.

Examples:

Book:

Smyth, C. 1992. *Lesbians Talk Queer Notions*. London: Scarlett Press.

Book, multiple author:

Kay, J., Mayer, C. and Thompson, D. 1986. *Privatization and Regulation*. Oxford: Clarendon Press.

Article in edited volume:

Dworkin, G. 1989. 'The Concept of Autonomy', in Christman, J. (ed.) *The Inner Citadel: Essays on Individual Autonomy*, pp. 46–68. New York: Oxford University Press.

Article in journal:

de Lauretis, T. 1989. 'The Essence of the Triangle or, Taking the Risk of Essentialism Seriously: Feminist Theory in Italy, the U.S., and Britain', *Differences* 1 (2): 3–37.

Edited text:

Smith, A. 1976. [1776] *An Inquiry into the Nature and Causes of the Wealth of Nations* R. H. Campbell, A. S. Skinner and W. B. Todd (eds.) Oxford: Oxford University Press.

Translated text:

Foucault, M. 1980. *Power/Knowledge: Selected Interviews and Other Writings: 1972–1977*. C. Gordon (ed.). Trans. C. Gordon, L. Marshall, J. Mepham, K. Soper. Brighton, Sussex: Harvester Press.

Article in newspaper:

Lewin, T. 1992. 'Hurdles Increase for Many Women Seeking Abortions'. *The New York Times*, 15 March: 1, 18.

Unpublished:

Fleck, S. E. 1997. 'Choice or Bargain? Married Women's Labor Force Participation in Honduras'. PhD Dissertation, Department of Economics, American University.

Web Document:

Bush, L. 2001. 'Elementary School Letter'. Available at <http://www.whitehouse.gov/news/releases/2001/09/letter2.html> (accessed 28 October 2004).

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Justification of text: Use unjustified mode for the presentation of text. Leave the right margin ragged and avoid word divisions and hyphens at the ends of lines. Insert two hard returns at the end of paragraphs or heading: do not use the space bar or the tab function to indent the first line of paragraphs.

Subheadings: Use subheadings sparingly and indicate clearly their degree of importance. Avoid using more than three levels of subheadings and avoid numbering them. Use bold text capitals for level A subheadings, bold upper and lower case for level B sub-subheadings and italic bold upper and lower case for level C sub-sub-subheadings, as follows: **LEVEL A SUBHEADING**, **Level B Sub-Subheading**, *Level C Sub-Sub-Subheading*. Please note that Level C sub-sub-headings should only be used if absolutely necessary and avoided if possible. Do not centre subheadings; leave one line spacing above and below.

Punctuation: Use a single (not a double) space after a full point, and after commas, colons, semicolons, etc. Do not put a space in front of a question mark, or in front of any other closing quotation mark. Avoid exclamation marks and the 'Oxford Comma' (the comma before 'and' in a list, e.g. 'international, political, and feminist' should read 'international, political and feminist').

Full points: Use full points after abbreviations (p.m., e.g., i.e., etc.) and contractions where the end of the word is cut (p., ed., ch.). Omit full points in acronyms (HMSO, USA, US, UK, BBC, NATO, plc), after contractions which end in the last letter of the word (Dr, Mr, St, edn, eds, Ltd) and after metric units (cm, m, km, kg). Note especially ed. eds; vol. vols; no. nos; ch. chs, etc.

Quotations: Use single quotation marks for quoted material within the text; double quotation marks should only be used for quotes within quotes. Quotations of over forty words should be extracted and indented and no quotation marks used.

Numerals: In general spell out numbers under 100; but use numerals for measurements (e.g. 12 km) and ages (e.g. 10 years old). Insert a comma for both thousands and tens of thousands (e.g. 1,000 and 20, 000). Always use the minimum number of figures for ranged numbers and dates, e.g. 22–4, 105–6, 1966–7; but use 112–13, 1914–18, etc. for 'teen' numbers. Use the percentages sign only in figures and tables; spell out 'per cent' in the text using a numeral for the number (e.g. 84 per cent).

Dates: Set out as follows: 8 July 1990 (no comma), on 8 July, or on the 8th; 1990s (not spelt out, no apostrophe); nineteenth century (not 19th century) and insert hyphen when used adjectivally (e.g. nineteenth-century art).