



Instructions for Authors

The *Australian and New Zealand Journal of European Studies* (ANZJES) is a scholarly, refereed publication aimed at promoting the development of European Studies in Australia and New Zealand. As an interdisciplinary journal, contributions are invited from a broad range of research areas devoted to post-war European affairs. While aimed at facilitating original research conducted by emerging academics, *ANZJES* also encourages contributions from established academics in the field.

The Journal welcomes manuscripts of between 4,000 and 6000 words (exclusive of bibliography and endnotes) from research areas devoted to post-World War Two European affairs

Submission of a paper will be held to imply that it contains original unpublished work and is not being submitted for publication elsewhere. Submission of a paper also implies that, upon acceptance of an article by the journal, the author(s) will transfer copyright of the article to the publisher. It is understood that submission of the paper for publication has been approved by all of the authors.

Manuscripts should be carefully checked by the authors for errors before they are submitted. It is authors' responsibility to warrant the accuracy of quotations and references, and to get permissions to cite another person's work (where necessary).

Upon acceptance of an article, authors will be forwarded proofs for which they are responsible for finding possible errors.

Submission Guidelines:

Where possible, authors should prepare their manuscript using Microsoft Word, Times New Roman 12 point font. Manuscripts should be double spaced with adequate margins for referee comments.

An abstract of no more than 150 words should be included at the beginning of the article, followed by six (6) key words arranged in alphabetical order.

On a separate title page, authors should include:

- name,
- title,
- affiliation,
- address and email address for correspondence.
- word count (without references)
- a short bio

Manuscripts are to be submitted to the editor at cesaa@cesaa.org.au. The Journal will only accept submissions via email. Ensure the subject heading reads 'Australian and New Zealand Journal of European Studies – manuscript submission'.

Tables and graphs:

All diagrams, charts and graphs should be referred to as figures and consecutively numbered. Tables should be kept to a minimum and contain only essential data. Each figure and table must be given an Arabic numeral, followed by a heading, and be referred to in the text.

Numbers:

- Spell out a number or a year if it begins a sentence (e.g. 'Nineteen eighty four was a significant year for...')
- Spell numbers from one to nine, *then* 10, 1000, 10,000 etc *unless* there is a decimal point or a fraction (e.g. 2.5, 2½), or where they refer to page numbers *or* are part of numerical sets where there are numbers higher than nine (e.g. 3, 9, 27)
- Express all percentages as figures followed by %
- Dates should be written in the following way: 1 May 2003
- Periods of time should be written as follows:
 - 1970s (not 1970's)
 - 1972-73 (not 1972-1973 or 1972-3)
 - 1999-2000

Punctuation:

Full stops are **not** required in the following circumstances:

- Acronyms (e.g. WTO, UNCTAD, SA)
- Initialisms (e.g. USA, NSW)
- Contractions (e.g. Qld)
- For titles such as Dr, Ms, Mr
- After three points of ellipsis

Spelling:

Australian and New Zealand Journal of European Studies uses UK-English. All non-English words should be presented in italics.

Referencing:

Articles should be referenced using footnotes collected at the bottom of each page and noted where appropriate in the text by a superscript number.

For example:

N. Davies, *Europe. A History*, Oxford: Oxford University Press, 1996.

J. Behrends, 'Exporting the Leader: The Stalin Cult in Poland and East Germany (1944/45-56)' in B Apor, J. Behrends, P. Jones and E. A. Rees (eds.), *The Leader Cult in Communist Dictatorships: Stalin and the Eastern Bloc*, Houndmills: Palgrave Macmillan, 2004, pp.161-178.

A. Kreppel, 'What Affects the European Parliament's Legislative Influence?', *Journal of Common Market Studies*, Vol. 37, No. 3, September 1999, pp. 521-537.

V. Cepl, 'The Transformation of Hearts and Minds in Eastern Europe', *CATO Journal*, 17, 2, 1997, <http://www.cato.org/pubs/journal/cj17n2/cj17n2-7.pdf>, accessed on 31st of January, 2008.

Citations should conform to the following format, using **ibid** to refer to a repetition of a reference immediately above, and **op. cit.** to refer to a source previously cited:

1. N. Davies, *Europe. A History*, Oxford: Oxford University Press, 1996, pp. 56-58

2. *Ibid.*, p. 132.

.....

15. Davies, *op. cit.*, p. 99.

Where more than one work by an author is cited, the **op. cit.** reference should specify a title (i.e. Davies, *Europe. A History*, *op. cit.*, p. 132).