

# Author Guidelines for the Intergenerational Justice Review

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## When writing your article, we ask you to keep the following points in mind:

Please submit your article using this website's submission tool.

## In submitting your article, you affirm that:

- The article is original, has not been published elsewhere, is not under consideration for publication elsewhere and does not infringe any existing copyright or any other third-party rights.
- The text is in Microsoft Word (.doc/docx) or Rich Text Format (.rtf) format.
- It does not exceed the maximum length of 30,000 characters (including spaces but excluding bibliography, figures, photographs and tables).
- Figures, photographs and tables are provided with a short explanatory caption below. Figures and tables are integrated into the text document to make clear where they should be placed. We nevertheless ask you to upload figures and tables as separate files (jpg/tiff or doc/docx).
- An abstract (max. 800 characters including spaces, in italics) and three to five keywords are included.
- The article includes a short biography for the author(s) (i.e. first name, surname, affiliation, main field(s) of interest, maybe one major publication), email-address and also a photo (at least 300 dpi).
- Phrasing: IGJR is committed to the idea that academic writing should express difficult matters in a clear and understandable way. Please do not use overtly complicated language if you can express the same thought in a way that is more accessible for the educated public. You confirm that your submitted work is phrased according to this standard.

## Style Guide

- Your text should be formatted in **12 point type** and include **page numbers**.
- **Spelling:** Preferably use British English (unless you are quoting from a primary source or text which uses American spelling).
- **Text alignment:** Use unjustified mode. Leave the right margin ragged and avoid word divisions and hyphens at the ends of lines. Only insert hard returns at the end of paragraphs or headings.
- **Capitalisation:** In the title of the paper, use capital letters for all nouns, verbs and adjectives but not for prepositions and articles. In the text, please keep capitalisation to a minimum. Use lower case for government, church, state, party, volume and similar words. Directions like north or south are only capitalised if used as part of a recognised place name like South Africa but not in e.g. south Bronx.
- **Headings and subheadings:** Please insert headings or subheadings after approximately every 2000 characters (after the initial word, use lower-case letters). This offers the reader more clarity and allows for better points of reference within the article. Do not provide a table of contents. Do not number headings or subheadings (1., 1.1., 1.2., 2.,....)
- **Punctuation:** Make punctuation consistent. 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. If you discuss the meaning of single words, use double inverted commas instead of single inverted commas.
- **Inverted commas:** If you want to emphasise a word, if a word is metaphorical or slang or if the term is generally unknown, use the English kind of inverted commas, for example “social question” (neither „social question” nor ,social question’).
- **Accentuation:** To accentuate, please use italics only. No underlining or **bold** words or phrases, please.

## Citations

From edition 2-2017 on, IGJR uses an **author-date system** for citations within the text. This system is widely used as it reduces the number of footnotes/endnote but it is important that the **exact page(s)** be indicated in this system (Example: Each person aged 65+ is allocated \$33,000 (Kershaw 1987: 23).

Not: Each person aged 65+ is allocated \$33,000 (Kershaw 1987).

Please take a look at further examples of IGJR's author-date system:

(Kershaw 1987: 23-25) Do not abbreviate e.g. (Kershaw 1987: 23-5)

(Kershaw 1987: 23-25; 1985: 476)

(Bindraban et al. 2012: 54; Steffen et al. 2015: 1-4).

- References should be incorporated in a **non-repetitive manner**:

Example: Kershaw and Anderson (2016: 20) fill this gap, finding allocations over \$33,000 per person.

Not:

Kershaw and Anderson fill this gap, finding allocations over \$33,000 per person. (Kershaw/Anderson 2016: 20)

- With regard to **punctuation** at the end of sentences, see the following examples:

Example: It has been argued that the government allocates over \$33,000 per person aged 65+ by comparison with less than \$12,000 per person for those under the age of 45 (Kershaw/Anderson 2016: 20). This claim has been contested.

Not:

It has been argued that the government allocates over \$33,000 per person aged 65+ by comparison with less than \$12,000 per person for those under the age of 45. (Kershaw/Anderson 2016: 20). This claim has been contested.

Example: We should not forget John Ruskin's cry that "that which seems to be wealth may in verity be only the gilded index of far reaching ruin!" (Ruskin 1872: 52).

Example: We should not forget John Ruskin's caution that "that which seems to be wealth may in verity be only the gilded index of far reaching ruin" (Ruskin 1872: 52).

Not:

We should not forget John Ruskin's caution that "that which seems to be wealth may in verity be only the gilded index of far reaching ruin." (Ruskin 1872: 52).

## Endnotes

- We encourage you to use endnotes (not footnotes) if the author-date system for citations within the text is not sufficient to convey the information you want to convey. For instance, if you explain the point the cited author has made, please do this in an endnote. Also, if you cite a number of authors, please do this in an endnote.
- The Latin indicators “ibid” (same author) and “et seq.” are not used in the journal.

## Formatting of References (Bibliography)

### General Remarks

- A full list of references (bibliography) should follow the main text (and the endnotes if there are any).

- Authors are cited in the order of their newest work

Example: Smith 2013; Smith 2010; Smith 1998

Not:

Smith 1998, Smith 2010, Smith 2013

- If there is more than one paper in one year please differentiate them by using “a, b, c”

Example: Smith 2004a, 2004b, 2004c ...

Name affixes (e.g. “von”, “de”, “van”) that are separated from the last name by a space should follow the first name. Names like “deGeorge” and “O’Neil” should be written as one word and follow alphabetical order accordingly.

Example: Bell, Garrett de  
Dose, Detlef von

Not:

De Bell, Garrett  
Von Dose, Detlef

- Use foreign signs if possible. Use for instance German umlauts ä, ü, ö (not the ae, ue, oe equivalents)

### Citation of different sources in the bibliography

#### *Articles from scientific journals*

Last name, first name (year): Title: Subtitle. In: Journal Title, Volume number (Issue), page numbers.

Example: González-Ricoy, Íñigo (2016): Legitimate Intergenerational Constitutionalism. In: Intergenerational Justice Review, 9 (2), 40-48.

## Monographs

Last name, first name (year): Title [if applicable: Subtitle]. [if applicable: Edition]. Place [if applicable: place/place]: Publisher [if applicable: 1st edition year] [or, if applicable: (original title. year)].

- One editor is shortened as “ed.”, several editors as “eds.” The publishing year comes directly after the editors, not before.
- If there are more than three editors, the first three names are listed, followed by “et al.”
- The German “Jahrgang” is translated as “vol.”; “Band” has the same meaning as Jahrgang; thus it is also translated as “vol.”
- Full stops (not commas) are inserted between “title” and “place”. There is a colon between the “place” and the “publishing house”.

Example 1: Kunze, Dieter / Muller, Frank (1980): Gender Justice. New York/London: Random House.

Example 2: Kunze, Dieter / Muller, Frank (2000): Gender Justice. 3rd revised edition. New York/London: Random House (1st edition 1980).

### When is the edition cited? And what about translated or classical works?

- If there is only one edition published or the original edition remains the same, the edition is not mentioned. If it is the 2nd (or later) edition, the edition is only mentioned if it is an enhanced and revised edition. Only then, the year of publication of the first edition is also mentioned.
- With translated books, the following information of the original edition is added: title, place, editor, and year of original edition.
- With classical authors, the year of the cited modern edition is used, not the classical one.

Example: Kant, Immanuel (1974): Groundwork of the Metaphysics of Morals. New York: Random House (German original edition: Grundlegung zur Metaphysik der Sitten. 1785).

#### Not:

Kant (1785):

Kant (1785/1974):

## Essays in anthologies

Last name, first name (year): Title. In: last name, first name (ed.): Title of the Book: Subtitle. Place [if applicable: place/place]: Publisher, page numbers. [or, if applicable: (original title. year)].

Example: Gosseries, Axel / Hungerbühler, Mathias (2006): Rule change and Intergenerational Justice. In: Tremmel, Joerg C. (ed.): Handbook of Intergenerational Justice. Cheltenham: Edward Elgar, 106-128.

***Research papers/reports/working papers***

Example: Bloom, Gerald (2005): Poverty Reduction during Democratic Transition: the Malawi Social Action Fund 1996-2001. IDS Research Report no. 56. Brighton, UK: Institute of Development Studies.

***Books issued by institutions***

Example: Allensbach (2002): Allensbacher Jahrbuch der Demoskopie 1998-2002. Vol. 11. Edited by Elisabeth Noelle-Neumann / Renate Köcher. München: K.G.Saur.

***Articles from newspapers***

Last name, First name (dd Month. yyyy): Title. Subtitle. In: Newspaper title (Issue/Year), x-y.

Example: Vorholz, Fritz (21 Oct. 2004): Green Hope. Blue Wonder. In: Die Zeit (44), 30-31.

***Web sources***

Example: International Women's Health Coalition (1994): Women's Declaration on Population Politics. <http://www.iwhc.org/wd.html>. Viewed 10 October 2006.

Please do not underline the hyperlink.

**Contact information**

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