

<i>Instructions for authors</i>	2
Criteria for acceptance	2
Adequacy to journal aims	2
Originality	2
Clarity	3
Submissions requirement	3
Review process	4
Style Guidelines	4
Format.....	4
c. Style	4
d. Citations	5

Instructions for authors

The **Journal of Strategic Trade Control** welcomes manuscripts in different categories: **articles** (theoretical analysis, case studies, or discussion of emerging issues); **viewpoints** (practitioners' perspectives, policy proposals or critiques, commentary, innovative opinion pieces); **reports** (research projects or accounts of new development); **book reviews** (see below).

The **Journal** accepts submissions on a **rolling basis**. The manuscript will be subject to the **peer-review process** (see below), at the end of which the author will be notified of its acceptance or rejection and will be informed of the Issue where the manuscripts will appear.

Criteria for acceptance

Submissions will be judged upon the following criteria: adequacy to journal aims, originality and clarity.

Adequacy to journal aims

The editor welcome submissions that match the editorial focus of the journal, that is the strategic trade control (STC) and any related topic. Possible topics include:

Dual-use items, conventional weapons, multilateral export control regimes, non-proliferation, historical analysis, STC in research, intangible transfers of technology, Internal Compliance Programmes, academic proliferation, legal instruments and frameworks, national implementation, sanctions, foreign direct investment (FDI), emerging technologies, STC outreach, industry (controls implementation etc), proliferation financing, illicit strategic trade (proliferation networks etc), enforcement, customs and commodity identification, capacity building, CBRN.

This list is not all-inclusive; authors are free to submit manuscripts on other topics that may be of interest to the export/strategic trade control community. Topics not listed can be suggested to the Editor.

Originality

Submissions should report original scientific research: the main results and conclusions must not have been published or submitted elsewhere. Manuscripts must contribute new information, ideas, analysis and insights to the export/strategic trade control field. The editors will *not* consider manuscripts under simultaneous submission elsewhere or have been published elsewhere. Only original work will be considered.

The references contained in a manuscript and the familiarity that the author(s) show(s) with relevant earlier work are elements that may be taken into consideration to measure the originality of the manuscript.

Plagiarism is grounds for rejection.

Clarity

Authors are expected to submit grammatically correct and linguistically appropriate manuscripts. The thesis of a manuscript should be readily apparent, and manuscripts should prefer the use of active voice, follow a logical order and not rely excessively on jargon.

Submissions must conform to the academic style of the journal (see below).

Submissions requirement

Submissions of manuscripts and associated files (e.g. tables, figures etc) should be done electronically via e-mail attachment to the Editorial Office at jostc@uliege.be with the following required elements.

- **Author bio/contact information:** Include a short biographical paragraph (of 100-150 words per author) that contains the author(s)' full names followed by current positions, qualifications, and recent publications of the author(s), as well as the email addresses for all co-authors.
- **Abstract:** Include one paragraph (150–250 words) that summarises the article's main points and contributions to the field. It provides the background (the broader context where the question addressed places and the purpose of the study); methods (the main methods or approach used) ; the results (the article's main findings); and the conclusion (main conclusions or interpretations). The abstract should not repeat verbatim the opening paragraph or other text from the submission. Include the abstract at the top of the submission.
- **Manuscript:** All submissions must be in Microsoft Word and should adhere to the **Journal's** style guidelines (see below). Submissions must be 1.5-spaced on with standard page margins and a 12-point font. The text and all heads should be left-justified. Leave only one space between the period at the end of a sentence and the beginning of the next sentence. Do not indent paragraphs (use a blank line to separate paragraphs). Any brief acknowledgements or disclaimers should be placed at the end of the submission. Tables and/or figures must be submitted in separate documents (see guidelines below).
- **Keywords** : include a list of 5-8 keywords.
- **Tables and Figures** : if included, tables and figures should be sent in a separate attachment, in the highest possible quality. Tables and figures copied directly from other sources without permission will not be accepted.

Authors, please take special note: word counts ***include the endnotes***.

Articles should be no shorter than 4,000 words and not exceed 10,000 words.

Viewpoints, commentary and reports may be shorter in length and should not exceed 7,500 words. **Book reviews** should not exceed 4,000 words.

The editors strive to produce an interdisciplinary journal that can be read and understood by scholars and policy makers alike. Specialized terms that will not be familiar to most readers should be used only where needed, and with brief definitions or explanations, either in the text or in endnotes.

Readers should be able to identify both the source materials that support a claim and the reasoning that connects the source materials to the claim.

Review process

The **Journal of Strategic Trade Control** operates a double-blind peer-review system. Submissions will be evaluated by at least two reviewers with expertise in the subject matter of the manuscript, after having been screened by the Editor. The editors will make every effort to notify authors of the decision within twelve weeks of receipt of their manuscripts. If recommended for publishing, authors are expected to integrate reviewers' comments and send back a final draft.

The **Journal** reserves the right to reject any submission without elucidation. Manuscripts that are accepted on condition of revision may be subject to a second review after revisions are received. Note that book reviews and viewpoints undergo a less rigorous peer-review process than articles.

If an author has signed a non-disclosure agreement that remains in force and is relevant to the contents of a manuscript, it is the author's responsibility to obtain approval for publication before submitting the manuscript for consideration.

If a current or former employer requires pre-publication review, it is the author's responsibility to obtain authorization before submitting the manuscript for consideration.

Style Guidelines

Manuscript not using the following style guidelines will be sent back to the authors.

Format

- **Font:** Times New Roman, 12 point
- **Margins:** "normal" (i.e. top: 2,54 cm ; bottom: 2,54 cm; left: 2,54 cm; right: 2,54 cm)
- **Spacing:** Fully justified
- **Non-English words:** Italicized
- **Spelling:** Follow the [*Webster's Third New International Dictionary*](#)

c. Style

The Journal of Strategic Trade Control follows style guidelines as delineated in the Chicago Manual of Style, 17th Edition. Please **strictly follow** the style.

Manuscripts that do not follow the style guidelines will be sent back to authors for revision. Manuscripts should be edited for correct English language usage before they are submitted.

d. Citations

Manuscripts submitted without proper citation format will be returned to the author(s) for editing before they can be sent for peer review.

The Journal of Strategic Trade Control uses the notes and bibliography system of Chicago Manual of Style 17th edition. For a quick guide, please see

https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html. Some citations examples are provided at the end of this document.

Ibid. and op. cit.

The abbreviation *ibid.* should not be used in favour of shortened citations. They usually refer to a single work cited in the note immediately preceding.

Note that either abbreviated form (author only or *ibid.*) is appropriate only when it refers to the last item cited; where this is not the case, or where the previous note cites more than one source, the fuller form of the shortened citation must be repeated. Note also that with the preferred short form, a page reference must be repeated even if it is the same as the last-cited location.

Shortened citations

The most common short form consists of the last name of the author and the main title of the work cited, usually shortened if more than four words.

“See” and “cf.”

Notes are often used to invite readers to consult further resources. When doing so, authors should keep in mind the distinction between *see* and *cf.*, using *cf.* only to mean “compare” or “see, by way of comparison.” Neither term is italicized in notes.

Citation examples

Journal Article

Joshua H. Pollack and Minji Kim , “South Korea’s missile forces and the emergence of triangular strategic (in)stability”, *Nonproliferation Review*, Vol. 27, Numbers 1/2 (September 2020), pp. 84-86.

Book

Odette Jankowitsch-Prevor, Quentin Michel, and Sylvain Paile-Calvo, *Modelling Dual-use Trade Control Systems* (Brussels: P.I.E. Peter Lang, 2014), pp. 29-31.

Book Chapter in Edited Volume

Hamadi Iddi Bogo, "The control of Export of Dual-Use Material from Kenya", in *Modelling Dual-use Trade Control Systems*, ed. Odette Jankowitsch-Prevor, Quentin Michel, and Sylvain Paile-Calvo (Brussels: P.I.E. Peter Lang, 2014), pp. 72-74.

Report

Shirley A. Kan, "China and Proliferation of Weapons of Mass Destruction and Missiles: Policy Issues," Congressional Research Service, February 26, 2003.

Magazine Article

Veronica Vella, "EU Dual-Use Exports: the Commission's 2019 Report", *WorldECR* (Issue 97), October 2022, p. 9.

Newspaper Article

Hannah Devlin, "Imperial College to shut joint research ventures with Chinese defence firms", *The Guardian*, September 11, 2022, <https://amp-theguardian-com.cdn.ampproject.org/c/s/amp.theguardian.com/world/2022/sep/11/imperial-college-to-shut-joint-research-ventures-with-chinese-defence-firms>

Website content

"Privacy Policy," Privacy & Terms, Google, last modified April 17, 2017, <https://www.google.com/policies/privacy/>.

"About Yale: Yale Facts," Yale University, accessed May 1, 2017, <https://www.yale.edu/about-yale/yale-facts>.

Legal references

European Union

Commission Regulation 2751/90 of Sept. 26, 1990, Fixing the Import Levies on Compound Feeding Stuffs, annex, 1990 O.J. (L 264).

Directive 2001/18, of the European Parliament and of the Council of 12 March 2001 on the Deliberate Release into the Environment of Genetically Modified Organisms and Repealing Council Directive 20/220/EEC, 2001 O.J. (L 106).

Commission Proposal for a Directive of the European Parliament and of the Council to Establish a New Financial Services Committee Organisational Structure, at 11, COM (2003) 659 final (Nov. 5, 2003).

Consolidated Version of the Treaty on the Functioning of the European Union art. 15, May 9, 2008, 2008 O.J. (C 115) 47 [hereinafter TFEU].

United States

15 Code of Federal Regulations ('C.F.R.')

47 C.F.R. § 73.609 (2019).

Credit Practices Rule, 16 C.F.R. § 444.1 (2019).

United Nations

General Assembly Resolution 217 (III) A, Universal Declaration of Human Rights (Dec. 10, 1948).

U.N. Security Council Resolution 1540, (April 2004).

U.N. Secretary-General, An Agenda for Peace: Preventive Diplomacy, Peacemaking and Peace-Keeping, ¶ 14, U.N. Doc. A/47/277-S/24111 (June 17, 1992).

U.N. Secretary-General, Letter dated Mar. 2, 2006 from the Secretary-General addressed to the President of the General Assembly, U.N. Doc. A/60/706 (Mar. 3, 2006).

Case Law

Citations to ECJ Cases or General Court cases should include: the case number; the names of the parties; and a citation to the official reporter, including the year of decision. Examples:

T-198/98, Micro Leader Bus. v. Comm'n, 1999 E.C.R. II-3989.

C-213/89, The Queen v. Sec'y of State for Transp. ex parte Factortame Ltd., 1990 E.C.R. I-2433.

58/69, Elz v. Comm'n, 16 E.C.R. 507 (1970).

Pamphlets, corporate reports, brochures, and other freestanding publications

Pamphlets, corporate reports, brochures, and other freestanding publications are treated essentially as books. Data on author and publisher may not fit the normal pattern, but sufficient information should be given to identify the document. Examples:

Hazel V. Clark, Mesopotamia: Between Two Rivers (Mesopotamia, OH: Trumbull County Historical Society, 1957).

Lifestyles in Retirement, Library Series (New York: TIAA-CREF, 1996).

McDonald's Corporation, 2014 Annual Report, March 2015,
http://www.aboutmcdonalds.com/mcd/investors/annual_reports.html.