

Journal of Strategic Trade Control

JoSTC

Instructions for Authors

A practical guide to preparing and submitting your manuscript

2026 EDITION

Use this guide to select the right contribution type, prepare your files, understand the review process, and apply JoSTC style and citation requirements.

Journal of Strategic Trade Control

Submissions are accepted on a rolling basis • jostc@uliege.be

Quick Start

Everything you need to check before submitting, on one page.

BEFORE YOU SUBMIT

Choose the contribution type • Check the word limit • Prepare the abstract and keywords • Apply Chicago Notes and Bibliography • Submit in Microsoft Word • Confirm that the manuscript is not under consideration elsewhere.

At a glance

Requirement	What to provide
File format	Microsoft Word (.docx)
Abstract	150–250 words for Research Articles, Viewpoints and Commentaries, and Reports
Keywords	Five to eight
Author biography	100–150 words for each author, plus affiliation and email
Citation system	Chicago Manual of Style, 17th ed., Notes and Bibliography
Submission address	jostc@uliege.be
Decision target	The editors aim to communicate a decision within 12 weeks

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NAVIGATION TIP

In Word, open the Navigation Pane (View → Navigation Pane) to jump directly between headings.

PART I

Choosing and preparing your contribution

1. About the Journal

The Journal of Strategic Trade Control (JoSTC) publishes original contributions that advance academic, policy, and practitioner debates on strategic trade control and related fields.

The Journal welcomes submissions from scholars, practitioners, policymakers, government officials, industry specialists, and other professionals. JoSTC accepts submissions on a rolling basis and publishes contributions that promote a deeper understanding of strategic trade control, export controls, non-proliferation, sanctions, emerging technologies, and related regulatory, legal, historical, and policy issues.

2. What Type of Manuscript Can I Submit?

JoSTC publishes four categories of contributions. Use the comparison below to identify the best fit.

Type	Main purpose	Methodology	Length	Review route
Research Article	Original scholarly research or systematic investigation	Normally required	4,000–10,000 words	At least two external reviewers
Viewpoint / Commentary	Informed argument, critique, interpretation, or policy perspective	Not necessarily required	Up to 7,500 words	Editorial review; external review at editors' discretion
Report	Structured account of an initiative, project, development, or practice	Sources, scope, and limitations explained	Up to 7,500 words	Editorial assessment; possible external review
Book Review	Critical assessment of a recent publication	Not required	Up to 2,500 words	Editorial review

NOT SURE WHICH CATEGORY FITS?

If your manuscript presents original research with an identifiable methodology, select Research Article. If it primarily advances an informed argument or policy position, select Viewpoint or Commentary.

2.1 Research Articles

Research Articles present original scholarly research or systematic investigation of a clearly defined question, problem, or emerging issue.

- Identify a clear research question, problem, or thesis;
- Explain the methodology or analytical approach;
- Engage appropriately with relevant literature and source materials;
- Present a systematic legal, empirical, historical, comparative, theoretical, or policy analysis;
- Distinguish evidence-based findings from normative recommendations;

- Acknowledge methodological or evidentiary limitations; and
- Reach conclusions supported by the analysis.

Research Articles may include policy recommendations, provided that they derive from and are supported by the analysis presented.

WORD LIMIT

Length: 4,000–10,000 words, including footnotes.

2.2 Viewpoints and Commentaries

Viewpoints and Commentaries present informed perspectives, critiques, interpretations, or policy recommendations regarding current or emerging issues in strategic trade control.

- Offer practitioner or policymaker perspectives;
- Comment on legal, regulatory, technological, or institutional developments;
- Respond to ongoing academic or policy debates;
- Propose alternative approaches or reforms; or
- Highlight emerging issues that warrant greater attention.

A Viewpoint or Commentary should contain a clear argument and sufficient reasoning and sources. It does not necessarily require a formal methodology or extensive literature review.

WORD LIMIT

Length: up to 7,500 words, including footnotes.

2.3 Reports

Reports provide structured accounts of projects, regulatory developments, implementation experiences, institutional initiatives, technical exercises, conferences, training programmes, capacity-building activities, or other developments relevant to strategic trade control.

- Explain sources and evidence;
- Define scope and limitations;
- Describe the institutional context; and
- Show relevance to policy, practice, or future research.

Reports should go beyond description and identify lessons learned, findings, challenges, implications, and recommendations where appropriate.

WORD LIMIT

Length: up to 7,500 words, including footnotes.

2.4 Book Reviews

Book Reviews provide a critical assessment of a recent publication relevant to strategic trade control or closely related fields.

- Identify the publication's subject and principal argument;
- Explain its relevance;
- Assess its methodology and evidence;
- Identify strengths and limitations; and
- Evaluate its contribution to policy or scholarship.

Book Reviews should not merely summarize the publication. The editors may invite longer Review Essays where a publication warrants more extensive analytical treatment.

WORD LIMIT

Length: up to 2,500 words, including footnotes.

3. General Requirements

All submissions should:

- Fall within the Journal's scope;
- Make a clear and relevant contribution;
- Be written in clear and grammatically correct English;
- Present a logical and identifiable argument or purpose;
- Support factual and legal claims with appropriate sources;
- Distinguish clearly between facts, analysis, and opinion;
- Define specialist terminology where necessary;
- Comply with the Journal's formatting and citation requirements; and
- Consist of original work that has not been published or submitted simultaneously elsewhere.

WRITE FOR A BROAD READERSHIP

JoSTC seeks to remain accessible to specialist and non-specialist audiences. Avoid unnecessary jargon and explain technical terms where appropriate.

4. What Must I Submit?

Send the manuscript and associated files electronically to jostc@uliege.be.

Submission checklist

Manuscript

- ☐ Microsoft Word format (.docx)
- ☐ Correct contribution category identified
- ☐ Word limit respected, including footnotes
- ☐ Author-identifying information removed from the review copy
- ☐ Tables and figures provided as separate, high-quality files
- ☐ Permissions obtained for third-party material

Accompanying information

- ☐ Full name, current position, and institutional affiliation of each author
- ☐ Email address for each author
- ☐ Biography of 100–150 words for each author, including relevant qualifications, expertise, and selected publications where appropriate
- ☐ Abstract of 150–250 words for Research Articles, Viewpoints and Commentaries, and Reports
- ☐ Five to eight keywords
- ☐ Conflict-of-interest and funding disclosure
- ☐ Generative AI disclosure, where applicable

Final verification

- ☐ The manuscript is original
- ☐ The manuscript is not under consideration elsewhere
- ☐ Earlier versions have been disclosed
- ☐ Chicago Notes and Bibliography style has been followed
- ☐ Factual, legal, statistical, and quoted material is appropriately cited

ABSTRACT CONTENT

The abstract should briefly state the background, purpose, methods or approach, main findings, and conclusions.

PART II

Editorial and ethical policies

5. Originality and Publication Ethics

Only original work will be considered for publication. Manuscripts must not:

- Be under consideration elsewhere;
- Have been previously published in substantially identical form; or
- Contain plagiarized material.

IMPORTANT

The Journal reserves the right to reject any submission in which plagiarism, fabrication, falsification of evidence, or other forms of academic misconduct are identified.

Authors are responsible for obtaining permission to reproduce copyrighted material where permission is required.

Authors should disclose whether earlier versions of the manuscript have appeared as conference papers, working papers, policy briefs, institutional reports, or preprints.

6. Conflicts of Interest

Authors must disclose any financial, professional, institutional, or personal relationships that could reasonably be perceived as influencing the research, analysis, or conclusions presented in the manuscript. Any relevant funding sources should also be disclosed.

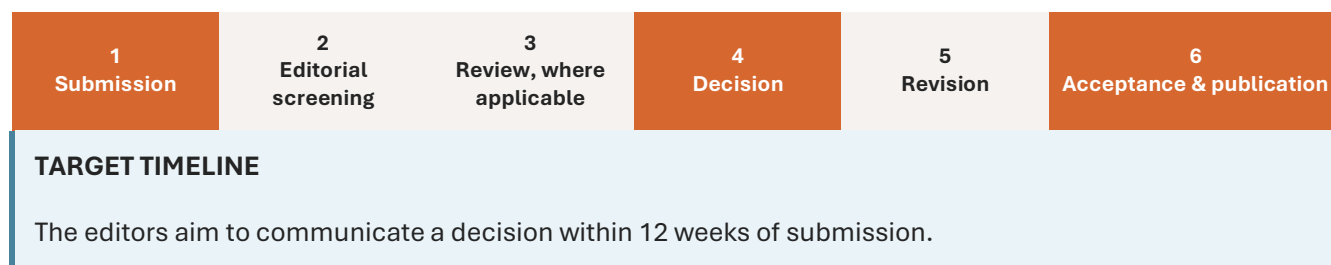
7. Artificial Intelligence and Generative AI

Generative AI tools may not be listed as authors. Authors remain fully responsible for the accuracy, originality, attribution, and integrity of all submitted content.

Any substantial use of generative AI tools in researching, drafting, translating, analysing, or substantially revising a manuscript must be disclosed at the time of submission. Routine uses limited to spelling, grammar, formatting, or basic language correction do not normally require disclosure.

Where disclosure is required, authors should identify the tool used and briefly explain how it was used. The use of generative AI does not relieve authors of their responsibility to verify all facts, quotations, citations, sources, and legal or technical claims.

8. What Happens After Submission?



JoSTC operates a double-blind peer review system.

- Research Articles are normally reviewed by at least two external reviewers with relevant subject-matter expertise.
- Reports undergo editorial assessment and may also be sent for external peer review where appropriate.
- Viewpoints and Commentaries undergo editorial review and may be sent for external peer review at the editors' discretion.
- Book Reviews are normally reviewed by the editorial team and are not ordinarily subject to external peer review.
- Manuscripts accepted subject to revision may be returned to reviewers following resubmission.

EDITORIAL DISCRETION

The editors reserve the right to reject submissions that do not meet the Journal's standards or scope.

9. Confidentiality and Publication Authorization

If an author is subject to any of the following, it is the author's responsibility to obtain all necessary permissions before submitting:

- A non-disclosure agreement;
- Government clearance requirements;
- Employer review procedures; or
- Other publication restrictions.

10. Disclaimer

The views and opinions expressed in published contributions are those of the authors alone and do not necessarily reflect the views of their employers, sponsoring institutions, the University of Liège, the Editorial Board, or the Journal of Strategic Trade Control.

PART III

Style and citation guide

11. How Should I Format My Manuscript?

Manuscripts should follow the Chicago Manual of Style, 17th Edition. Submissions that do not comply with JoSTC style requirements may be returned for revision before entering peer review.

Item	Requirement
Font	Times New Roman, 12 pt
Margins	2.54 cm (1 inch) on all sides
Line spacing	1.5
Body text	Fully justified
Headings	Left aligned
Non-English terms	Italicized
Spelling	American English, following Webster's Third New International Dictionary
Word count	Includes all footnotes

12. How Should I Cite Sources?

CITATION SYSTEM

JoSTC uses the Chicago Manual of Style, 17th Edition, Notes and Bibliography system.

- Cite all factual claims, quotations, statistics, legal references, and data derived from external sources.
- Use footnotes, not in-text author-date citations.
- Give a full citation the first time a source is cited.
- Use a shortened citation for subsequent references.
- Provide page numbers when referring to a specific argument, quotation, or passage.
- Include URLs and DOIs where available for online materials.

FREQUENT ERROR

Do not use *ibid.*, *op. cit.*, or similar abbreviations. Use the author's surname, a shortened title, and the relevant page number(s).

Full and shortened citation

First citation

Joop Voetelink, “Repurposing frozen Russian sovereign assets for the support and reconstruction of Ukraine: a legal assessment,” *Journal of Strategic Trade Control*, Vol. 2 (October 2024), p. 9.

Subsequent citation

Voetelink, “Repurposing frozen Russian sovereign assets,” p. 10.

Use of “see” and “cf.”

- Use see to direct readers to additional information.
- Use cf. only to invite comparison between sources or viewpoints.
- Neither term should be italicized.

APPENDIX A

Citation examples

Use these models as a practical reference. Adapt punctuation and details to the source at hand while preserving the JoSTC footnote style.

A1. 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, Nos. 1/2 (September 2020), pp. 84–86.

A2. Book

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

A3. Book chapter in an 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.

A4. Report

Reports, working papers, policy papers, annual reports, brochures, and similar standalone publications should be cited in a manner comparable to books. Provide enough information to identify the document clearly.

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

A5. Corporate report

McDonald’s Corporation, *2014 Annual Report* (March 2015),
<http://www.aboutmcdonalds.com/mcd/investors/annual_reports.html>.

A6. International organization publication

Wassenaar Arrangement Secretariat, *List of Dual-Use Goods and Technologies and Munitions List*, 2025 Corr. (15 January 2026), p. 93.
Nuclear Suppliers Group, *NSG Guidelines: Part 1, Guidelines for Nuclear Transfers*, INFCIRC/254/Rev.15/Part 1 (2023).
Missile Technology Control Regime, *MTCR Equipment, Software and Technology Annex* (2024), section II.
Australia Group, *List of Dual-Use Biological Equipment and Related Technology and Software* (2024).

A7. Magazine article

For online news, magazine articles, blog posts, and comparable sources, include a stable URL or the name of the database used to access the material.

Xiaodon Liang, “Scientists Find Plutonium Pits Are ‘Aging Slowly,’” *Arms Control Today*, September 2026, <<https://www.armscontrol.org/act/2026-09/news/scientists-find-plutonium-pits-are-aging-slowly>>.

A8. Newspaper article

Hannah Devlin, “Imperial College to shut joint research ventures with Chinese defence firms,” *The Guardian*, September 11, 2022, <<https://www.theguardian.com/world/2022/sep/11/imperial-college-to-shut-joint-research-ventures-with-chinese-defence-firms>>.

A9. Web page

When possible, include the author or organization and the publication or last-modified date. Include an access date only when no publication date is available.

“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>>.

A10. Non-English source

Retain the original title and provide an English translation in square brackets when useful to readers.

Quentin Michel, *Concilier l'inconciliable: Les régimes internationaux et européen de contrôle du commerce nucléaire* [Reconciling the Irreconcilable: International and European Regimes for the Control of Nuclear Trade] (Bruxelles: P.I.E. Peter Lang, 2012), p. 16.

A11. European Union document

Regulation (EU) 2021/821 of the European Parliament and of the Council of 20 May 2021 setting up a Union regime for the control of exports, brokering, technical assistance, transit and transfer of dual-use items, OJ L 206/1, June 11, 2021.
 European Commission, Commission Proposal for a Directive of the European Parliament and of the Council to Establish a New Financial Services Committee Organisational Structure, COM (2003) 659 final (Nov. 5, 2003), p. 11.

A12. National legislation

General format: name of act, official publication reference, and year. For United States materials, cite statutes to the U.S.C. and regulations to the C.F.R.

Export Control Reform Act of 2018, 50 U.S.C. §§ 4801–4852.
 50 U.S.C. §§ 4801–4852 (2023).
 Credit Practices Rule, 16 C.F.R. § 444.1 (2019).

A13. United Nations document

General format: institution, title or resolution number, UN document symbol, and date.

UN Security Council Resolution 1540, S/RES/1540 (April 28, 2004).
 UN General Assembly Resolution 217 (III) A, Universal Declaration of Human Rights (December 10, 1948).
 UN Secretary-General, Letter dated March 2, 2006 from the Secretary-General addressed to the President of the General Assembly, UN Doc. A/60/706 (March 3, 2006).

A14. Treaty or international agreement

Provide the commonly used treaty name, parties where appropriate, signature date, and relevant article or paragraph.

Treaty on the Non-Proliferation of Nuclear Weapons, July 1, 1968, art. IX, para. 2.

Treaty Banning Nuclear Weapon Tests in the Atmosphere, in Outer Space and Under Water, U.S. -U.K.-U.S.S.R., August 5, 1963, 14 U.S.T. 1313.

A15. Judicial decision

General format: case number, case name, reporter citation, and year.

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

Case 58/69, Elz v. Commission, 16 E.C.R. 507 (1970).

United States v. Christmas, 222 F.3d 141, 145 (4th Cir. 2000).

Questions?

CONTACT THE EDITORIAL TEAM

For questions not addressed in these guidelines, contact jostc@uliege.be.