

Style Guidelines for *Journal of Peace, Conflict and Security Studies* (Book Reviews)

General

- Book reviews must be in a recent version of Microsoft Word.
- The editors prefer book reviews of 1000-1200 words.
- For the book information at the beginning of the review, use 14 pt. Times New Roman font. For the rest of the review, use 12 pt. Times New Roman font.
- Double space the review.
- Margins should be 1" on all sides.
- Indent the first line of paragraphs by approximately 0.25 inch (0.6 cm).
- Number all pages in the bottom center.
- A "reference list" section may be included. The Journal uses Chicago Footnote Style.

Page Format

- The book information should appear at the top of the page, set on the left margin. Samples of how to properly format book information appear below.
- Skip one line, then begin the text of the review.
- At the end of the review, skip one line, then provide reviewer information as follows: "Reviewed by" with name, professional affiliation, and country.

Writing Style:

- Italicize rather than underline book titles.
- When referring to an author in the text for the first time, use author's first and last name.
- Write out single digit numbers like "five." For multi-digit numbers, write the number (e.g. 25 or 176).
- Percentages should be included in number form followed by the word "percent," as in "75 percent" (do not use % sign).
- Write abbreviations without full stops, for example, "USA" versus "U.S.A."
- Enclose in-text quotations within double quotation marks, but enclose quotes within quotes in single quotation marks. Place quotations more than three lines long in an indented paragraph without quotation marks.