

# POLITICUS

## *Submission Guidelines*

### **Formatting Requirements:**

- Use 8.5 x 11 inch size pages and maintain 1-inch margins on all sides of the page; Justified formatting.
- 1.5 space the work, and use Times New Roman font, size 12.
- Personal pronouns should not be used.
- No widowed or orphaned text: new pages should not start with the ending of a paragraph and new paragraphs should not be started at the bottom of a page.
- Italics should be used for emphasis (neither coloured nor bolded font)
- All figures included must be labeled and be logically located near to where they are being mentioned. However, large figures should be left to a separate page.
- Submissions should be done in either **.docx** or **.doc**

### **Formatting Requirements for Title Page:**

- Title should be centered, bold and upper-cased.
- Author's name should be on the bottom, left-hand corner.

### **Article length and Requirements:**

- All articles must be between 5-15 pages in length.
- The article should be accompanied by an abstract and conclusion.

### **Referencing:**

- Use Chicago style formatting. More information regarding this style can be found here:  
[http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html)
- Endnotes and a Works Cited page are required