



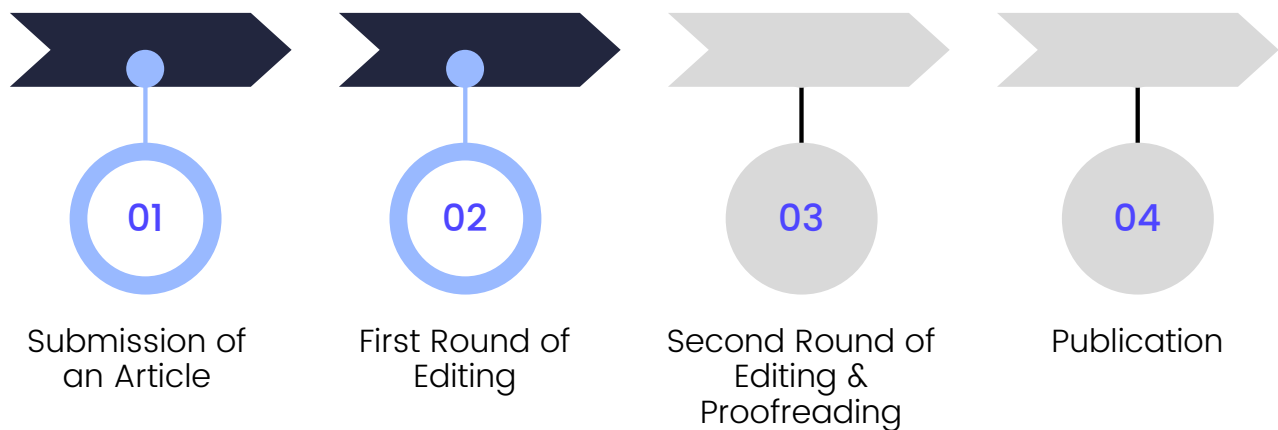
**LEGAL COMPASS**

# **PUBLISHING GUIDELINES**

# ABOUT LEGAL COMPASS

Legal Compass started as a student-run legal Blog in 2020 but quickly grew into a substantial project. Our vision is to create a diverse, inclusive community of legal professionals that bonds over critical legal discussion of international law and affairs.

## THE EDITING PROCESS



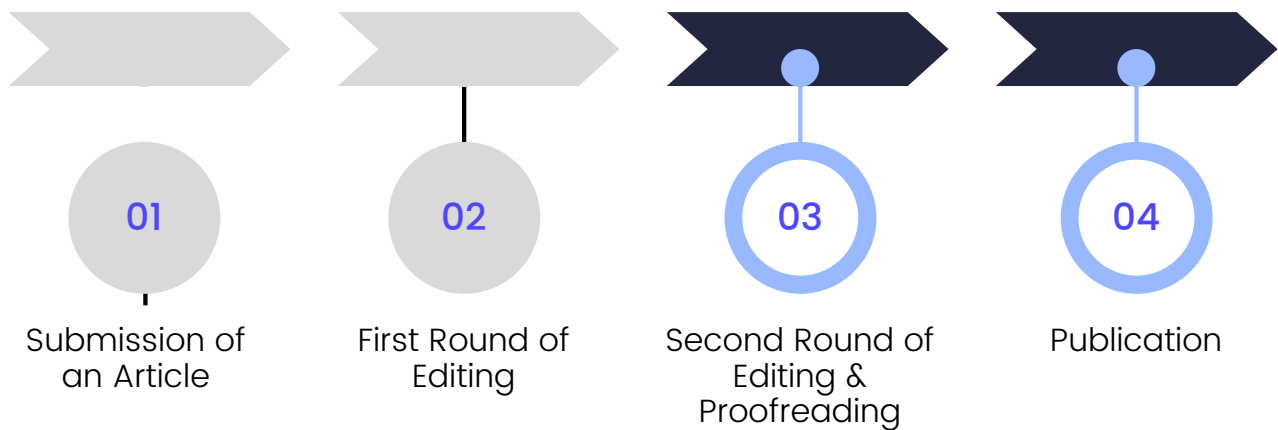
### 01 / Submission of an Article

Once you submit an Article, the Editing team will pick it up for review. Articles should adhere to the guidelines on pages 4 & 5 of this document.

### 02 / First Round of Editing

During the First Round of Editing, the Editing team will closely review your article. If the topic of your article is outside the expertise of the editing team, it will be referred to an external, anonymous peer reviewer with relevant expertise. Following review by either the Editing team, or the external peer reviewer, your article will be returned with suggestions on the substantive content, if necessary.

# THE EDITING PROCESS



## 03 / Second Round of Editing

After submitting your amended article, it will be reviewed for other form requirements such as:

- citations (footnotes & bibliography)
- spelling
- grammar
- other clarifications

You will also be asked to proofread your article. Following the end of the Second Round of Editing, your article will be scheduled for publishing. The second round of editing might be omitted if necessary.

## 04 / Publication

Once your article is scheduled for publication, the editing team will select visual media to accompany it. If you feel specific visual media should be published in your article, please send these to your editor with full acknowledgment of their source. The date of publication will be agreed with you once the editing stages are over.

# YOUR SUBMISSION

## LANGUAGE & STYLE

The language must be as clear as possible and follow the fundamental rules of grammar, syntax, etc. English UK is the elected spelling as opposed to English US – i.e., theatre (not theater), analyse (not analyze). Our readers are expected to be familiar with legal language and have a certain level of exposure to legal discussion. Nonetheless, please try avoiding legalese or legal jargon. If it is necessary to use a highly specialist term, please provide a brief explanation in a footnote.

It is expected that political symbols, or similar expressions will be avoided, as well as any words or phrases that could potentially be offensive to any group in our society. Please note that the editorial team reserves any right to request you to remove such expressions.

## PLAGIARISM

Plagiarism is a serious offence. All articles are checked for plagiarism with specialised software. If your article is found to contain plagiarism (text that is not yours or is copy-pasted without relevant attribution), it will not be published.

- All sentences must be in your own words or enclosed in quotation marks and include a reference to the appropriate source (e.g., authors, cases, authoritative texts, legislation, etc.).
- When referring to legislation and case law, include a full citation.

For citations and bibliography, the **OSCOLA** referencing system must be used (quick guide provided separately). The accuracy of the citation will be checked at the editing stage, however, please try to cite as accurately as possible.

# YOUR SUBMISSION

## WHAT ARE THE FORM REQUIREMENTS?

Please use this checklist to ensure your submission follows the form requirements:

- Word count should be in the region of 1500 words. Other lengths will be considered if appropriate.
- Double-spaced word document, font size 11.
- Place footnotes after the full stop and quotation marks, if any.
- Place long quotes in single quotation marks.
- Latin phrases and case names in italics.
- Word document (not .pdf or other forms).
- Numbers from one to nine should be spelt out in the text, i.e., five factors that have led to the outbreak of the WWII, unless they refer to Articles of legislation, international instruments, etc.

## EVERYTHING ELSE

Please use this checklist to ensure you are up to date with everything else you should know about being involved with Legal Compass as a contributing author:

- Read and keep a copy of the Privacy Policy
- Keep this document for your reference
- Keep the following contact details:

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