



The Rule of Law and Anti-Corruption Center Journal (ROLACC Journal)

Guide for Authors

Authorship

Authorship must be limited to those who have made a substantial contribution to the manuscript, such as: conception, design of the study, data collection, analysis, and drafted the manuscript or revised it critically for content.

The corresponding author should confirm that all co-authors have approved the final version to be published.

A person should not be listed as an author if they do not fulfill all the above criteria. Acquisition of funding, collection of data, or supervision of the research group are not enough to justify authorship alone; however, these contributions should be listed in the acknowledgements section.

Competing interests

All potential conflicts of interest must be listed in this section. Any personal or financial relationship with an individual or an organization which may influence your interpretation of the results should be disclosed.

Funding information

Details of all funding sources for the work in question should be declared in a separate section titled "Funding". Funding abbreviations should be spelled in full. Agencies should be separated by a semi-colon (plus "and" before the last funding agency).

Source material

Authors of accepted articles are strongly encouraged to send digital files of all source material. Authors will be required to send files of any material not readily available. Any material that cannot be verified cannot be included in the final article.

Manuscript format

1. General style

Language: The *Rule of Law and Anti-Corruption Center Journal* accepts articles in Arabic or English. British or American spellings are acceptable but must be used consistently.

2. English typography:

Size: Font sizes should be between 12 and 14 points and 11 in the footnotes.

Line spacing: Submitted articles should be double spaced.

Justification: Left-aligned; no hyphenation at line breaks.

Capitalization:

- Headings and titles: Capitalize only the initial word in a heading or title and any word that immediately follows a colon. Do not capitalize articles, conjunctions, or prepositions when they are four or fewer letters, unless they begin the heading or title, or immediately follow a colon.
- Internet main page titles and URLs: Capitalize URLs and words in an internet main page title in accordance with the actual capitalization of the source.
- Text: Nouns that identify specific persons, officials, groups, government offices, or government bodies.

Italics:

- In citations: Use for introductory signals, explanatory phrases (“citing”) case names, and article titles in periodicals.
- In main text: Full case names, titles of books, articles, and speeches.

Large and small capitals: Use in citations for book authors, book titles, and periodical titles, including abbreviations.

Page numbers: All pages, in footer, at right.

Manuscript Structure

Title Page (required and in a separate file)

This page should have the following information:

- Full title of manuscripts
- For each author:
 - Name
 - Affiliation
 - Town and Country
 - Email

Main article (in a separate file)

This is the file which is sent to peer reviewers and is not supposed to reveal the identity of authors. The article should not exceed 10,000 words and please refrain from lengthy repeated explanations, be concise as much as you can.

It should be divided into the following sections:

- Title

Concise and catches the attention of readers and directly relates to the study subject of your article. If applicable mention the period of the study and location (e.g., country or city name).

- Abstract

A statement between 200 and 500 words summarizing why you conducted the study (BACKGROUND), the question(s) you aimed to answer (OBJECTIVES), how you performed the

study (METHODS), what you found (RESULTS: major data, relationships), and your interpretation and main consequences of your findings (CONCLUSIONS).

- **Keywords**

Please provide three to six keywords to help readers find your article.

Note: In Arabic-language articles, the title of the research, abstract, and keywords must be translated from Arabic to English according to international standards.

- **Numbered headings and subheadings**

Please help your readers to follow and navigate easily through your article by dividing the main body of the article into clearly defined and numbered sections and subsections.

Headings and subheadings should be numbered: 1.0, then 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract and keywords are not included in section numbering).

Each heading should appear on its own separate line.

- First-level headings should be all caps and bold (e.g., 1. INTRODUCTION, 5. CONCLUSION), using numbering system 1, 2, 3, etc. (i.e., 1. INTRODUCTION)
- Second-level headings should be bold with an initial capital letter for first word and for any proper nouns, subheading level 2 should follow numbering system like: 1.1., 2.1, 3.1, etc.
- Third-level headings should be numbered like: (1.1.1., 1.1.2.), (2.1.1, 2.1.2, 2.1.3), 3.1.1, etc.
- Fourth-level headings should be in bold italics, at the beginning of a paragraph. The text follows immediately after a full stop (full point) or other punctuation mark.
- Fifth-level headings should be in italics, at the beginning of a paragraph. The text follows immediately after a full stop (full point) or other punctuation mark.

Acknowledgments (required, can be a footnote)

All persons who have made substantial contributions in the manuscript (e.g., data collection, analysis, or writing or editing assistance), but who do not fulfill authorship criteria, should be named with their specific contributions.

Note: All persons named in this section should have provided the corresponding author with written permission to be named in the manuscript.

Footnotes and references

All references should be numbered in order from the start of the article till the end. The reference numbers are to be placed in the body of the text as superscript number, without parentheses, and placed after the punctuation (i.e., after the full stop or comma). Their corresponding full reference entries should be listed as a footnote within the same page. Reference format should follow the Bluebook style (please look at the related section below).

Bibliography

Bibliography at the end of the article is only for the references that have not been cited directly in the body of the article and were just used by the authors for consultation. They are not for repeating the reference entries already in the footnote section.

Tables

Tables should be numbered in sequence and contain a short title and, optionally, a detailed legend.

Smaller tables, which will fit into the manuscript in portrait format, may be included in the main manuscript text.

Larger tables, or those which are in landscape mode, should be submitted as supplementary files.

Please use table layout options in your word processing program to display tables.

Using tabs to separate columns should be avoided.

Please also avoid using color and shading.

Tabular data may be uploaded as a supplementary file in either .xls, .xlsx or .csv formats.

Other illustrations

Each illustration should be provided as a separate file.

The preferred format for illustrations is .pdf or .png. Other formats can be used, but images may not translate fully.

Each illustration should have a legend included in the main body text (for ease formatting final text). Please provide for each figure, the figure number, short title and optionally, a detailed legend.

Note: The author must obtain permission from the copyright holder to reproduce figures in the journal published elsewhere. Failure to provide this permission can result in images not being included.

Quotations

Bluebook Rule 5

Bluebook Rule 5.1(a) Quotations of fifty or more words

(i) Indentation and quotation marks. The quotation should be indented on the left and right without quotation marks, and quotation marks within a block quotation should appear as they do in the original:

[T]his presumptive privilege must be considered in light of our historic commitment to the rule of law. This is nowhere more profoundly manifest than in our view that “the twofold aim [of criminal justice] is that guilt shall not escape or innocence suffer.” We have elected to employ an adversary system of criminal justice in which the parties contest all issues before a court of law The ends of criminal justice would be defeated if judgments were to be founded on a partial or speculative presentation of the facts. The very integrity of the judicial system and public confidence in the system depend on full disclosure of all the facts, within the framework of the rules of evidence. To ensure that justice is done, it is imperative to the function of courts that compulsory process be available for the production of evidence needed either by the prosecution or by the defense.

United States v. Nixon, 418 U.S. 683, 708–09 (1974) (second alteration in original) (citation omitted). The Court then balanced this interest against the evils of forced disclosure. *Id.* at 710.

(ii) Footnote and citation placement. In law review text (in which citations are not permitted), the footnote number should appear after the final punctuation of the quotation. In law review footnotes, court documents, and legal memoranda (in which citations are permitted), the citation should not be indented but should begin at the left margin on the line immediately following the quotation. In law review footnotes, where the quotation is placed within a parenthetical, it should be enclosed in quotation marks and not otherwise set off from the rest of the text.

(iii) Paragraph structure. The paragraph structure of an indented quotation should be indicated by further indenting the first line of each paragraph. The first sentence of the first quoted paragraph is only indented, however, if the first word of the quoted passage is also the first word of a paragraph in the source being quoted. If language at the beginning of the first paragraph is omitted, do not indent the first line or use an ellipsis. To indicate omission at the beginning of subsequent paragraphs, insert and indent an ellipsis. Indicate the omission of one or more entire paragraphs by inserting and indenting four periods (“”) on a new line. The following example illustrates these rules:

3On appeal to the federal courts via a habeas petition, McClesky alleged that Georgia’s capital sentencing process was administered in a racially discriminatory manner in violation of the Equal Protection clause of the Fourteenth Amendment. McClesky based his claims on a study, conducted by respected law and economics Professors Baldus, Pulaski, and Woodworth The Baldus study examined roughly 2,500 murder cases
 . . . Professors Baldus, Pulaski, and Woodworth also subjected their data to an extensive statistical analysis.

Bluebook Rule 5.1(b) Quotations of forty-nine or fewer words

- (i) Indentation and quotation marks. The quotation should be enclosed in quotation marks but not otherwise set off from the rest of the text. Quotation marks around material quoted inside another quote should appear as single marks within the quotation in keeping with the standard convention.
- (ii) Footnote and citation placement. The footnote number or citation should follow immediately after the closing quotation mark unless it is more accurate to place it elsewhere shortly before or after the quotation.
- (iii) Paragraph structure. Do not indicate the original paragraph structure of quotations of forty-nine or fewer words except when the material quoted would commonly be set off from the text, such as lines of poetry or dialogue from a play. In this case, the quotation may appear as a block quote per rule 5.1(a)(iii), regardless of its length.
- (iv) Punctuation. Always place commas and periods inside the quotation marks, place other punctuation marks inside the quotation marks only if they are part of the original text.

Bluebook Rule 5.2 Alterations and quotations within quotations

- (a) Substitution of letters or words. When a letter must be changed from upper to lower case, or vice versa, enclose it in brackets. Substituted words or letters and other inserted material should also be bracketed:

“[P]ublic confidence in the [adversary] system depend[s upon] full disclosure of all the facts, within the framework of the rules of evidence.”

- (b) Omission of letters. Indicate the omission of letters from a common root word with empty brackets (“judgment[]”).

- (c) Mistakes in original. Significant mistakes in the original should be followed by “[sic]” and otherwise left as they appear in the original:

“This list of statutes are [sic] necessarily incomplete.”

(d) Changes to citations.

(i) Use a parenthetical clause after the citation to indicate when the source quoted contains any addition of emphasis, alteration to the original in the quoted text, or omission of citations, emphasis, internal quotation marks, or footnote call numbers. When a citation requires multiple parentheticals, place them in the order indicated in rule 1.5(b):

“The fact that individuals define themselves in a significant way through their sexual relationships suggests . . . that much of the richness of a relationship will come from the freedom to choose the form and nature of these intensely personal bonds.” *Bowers v. Hardwick*, 478 U.S. 186, 205 (1986) (Blackmun, J., dissenting) (second emphasis added).

The Court of Appeals recognized the city’s substantial interest in limiting the sound emanating from the bandshell. The court concluded, however, that the city’s sound-amplification guideline was not narrowly tailored to further this interest, because “it has not [been] shown . . . that the requirement of the use of the city’s sound system and technician was the least intrusive means of regulating the volume.”

Ward v. Rock Against Racism, 491 U.S. 781, 797 (1989) (alteration in original) (citation omitted).

(ii) Do not indicate the omission of a citation or footnote call number that follows the last word quoted.

(iii) Do not indicate that emphasis in the quotation appears in the original.

(iv) Quotations within quotations. Whenever possible, a quotation within a quotation should be attributed to its original source. Insert a parenthetical following any parenthetical required by rule 5.2(d):

Chief Judge Skelly Wright noted Congress’s “firm resolve to insure that the CIA’s ‘power that flows from money and stealth’ could not be turned loose in domestic investigations of Americans.” *Marks v. CIA*, 590 F.2d 997, 1008 (D.C. Cir. 1978) (Wright, C.J., concurring in part and dissenting in part) (emphasis added) (quoting *Weissman v. CIA*, 565 F.2d 692, 695 (D.C. Cir. 1977)).

Bluebook Rule 5.3 Omissions

Omission of a word or words is generally indicated by the insertion of an ellipsis, three periods separated by spaces and set off by a space before the first and after the last period (“ . . . ”), to take the place of the word or words omitted. Note that “ ” indicates a space. An ellipsis should never be used to begin a quotation; nor should it be used when individual words are merely altered (rules 5.1(a)(iii) and 5.2).

(a) When using quoted language as a phrase or clause. Do not indicate omission of matters before or after a quotation:

Chief Justice Burger wrote that the availability of compulsory process is “imperative to the function of courts” and that “[t]he very integrity of the judicial system and public confidence in the system depend on full disclosure of all the facts.”

However, indicate omission of matter within such a phrase or clause with an ellipsis:

Chief Justice Burger wrote that the availability of compulsory process is “imperative to . . . courts” and that “[t]he . . . judicial system and public confidence in the system depend on full disclosure of all the facts.”

(b) When using quoted language as a full sentence. For example, assume the text of the original language is as follows:

National borders are less of a barrier to economic exchange now than at almost any other time in history. As economic activity continues its relentless drive toward worldwide scope, trademarks become even more important. Why, then, are certain scholars advocating less comprehensive trademark protection? In fact, this seems counterintuitive.

(i) Where the beginning of the quoted sentence is being omitted, capitalize the first letter of the quoted language and place it in brackets if it is not already capitalized:

“[B]orders are less of a barrier to economic exchange now than at almost any other time in history.”

(ii) Where the middle of a quoted sentence is being omitted, insert an ellipsis where the language is omitted:

“National borders are less of a barrier . . . now than at almost any other time in history.”

(iii) Where the end of a quoted sentence is being omitted, insert an ellipsis between the last word being quoted and the final punctuation of the sentence being quoted:

“National borders are less of a barrier to economic exchange now than at almost any other time”

(iv) Do not indicate the deletion of matter after the period or other final punctuation that concludes the last quoted sentence.

“National borders are less of a barrier to economic exchange now than at almost any other time in history.”

(v) Where language after the end of a quoted sentence is deleted and is followed by further quotation, retain the punctuation at the end of the quoted sentence and insert an ellipsis before the remainder of the quotation.

“National borders are less of a barrier to economic exchange now than at almost any other time in history. . . . [E]conomic activity continues its relentless drive toward worldwide scope, [so] trademarks become even more important.”

(vi) If language both at the end and after the end of a quoted sentence is omitted and followed by further quoted material, use only one ellipsis to indicate both of the omissions:

“National borders are less of a barrier [E]conomic activity continues its relentless drive toward world-wide scope, [so] trademarks become even more important.”

Note that the punctuation at the end of the first sentence should follow the ellipsis:

“Why, then, are certain scholars advocating less . . . ? [T]his seems counterintuitive.”

(c) When omitting a footnote or citation. Indicate omission of a footnote or a citation with the parenthetical phrase “(footnote omitted)” or “(citation omitted)” immediately following the citation to the quoted source. Do not insert an ellipsis for an omitted footnote or citation.

Manuscript Citation

The *Rule of Law and Anti-Corruption Center Journal* follows the Bluebook, 19th edition.

1. Pinpoint page citations

Any citation, including full and “id” citations, must provide a pinpoint page citation.

The only exception is when an “id” cite refers to the same pinpoint page as the immediately preceding citation.

2. Introductory signals and order of symbols

Bluebook Rule 1.2 and 1.3

(a) Signals that indicate support

[no signal]: Cited authority (i) directly states the proposition, (ii) identifies the source of a quotation, or (iii) identifies an authority referred to in the text.

Use no signal, for example, when directly quoting an authority or when restating numerical data from an authority.

E.g.: Cited authority states the proposition; other authorities also state the proposition, but citation to them would not be helpful or is not necessary. “E.g.,” may be used alone or attached to any other signal (whether supportive or not). When it is attached to another signal, it should be preceded by an italicized comma and followed by a non-italicized comma.

Accord: “Accord” is commonly used when two or more sources state or clearly support the proposition, but the text quotes or refers to only one; the other sources are then introduced by “accord”. Similarly, the law of one jurisdiction may be cited as being in accord with the law of another.

See: Cited authority clearly supports the proposition. “See” is used instead of “[no signal]” when the proposition is not directly stated by the cited authority but obviously follows from it; there is an inferential step between the authority cited and the proposition it supports.

See also: Cited authority constitutes additional source material that supports the proposition. “See also” is commonly used to cite an authority supporting a proposition when authorities that state or directly support the proposition already have been cited or discussed. The use of a parenthetical explanation of the source’s relevance (rule 1.5) following a citation introduced by “see also” is encouraged.

(b) Signal that suggests a useful comparison

Compare...[and]...with...[and]...: Comparison of the authorities cited will offer support for or illustrate the proposition. When used as a signal, “Compare” must be used in conjunction with “with”; the “with” is preceded by a comma, as is “and” when used. The relevance of the comparison will usually be clear to the reader only if it is explained. Parenthetical explanations (rule 1.5) following each authority are therefore strongly recommended.

(c) Signals that indicate contradiction

Contra: Cited authority directly states the contrary of the proposition. “Contra” is used where “[no signal]” would be used for support.

But see: Cited authority clearly supports a proposition contrary to the main proposition. “But see” is used where “see” would be used for support.

But cf.: Cited authority supports a proposition analogous to the contrary of the main proposition. The use of a parenthetical explanation of the source’s relevance (rule 1.5) following a citation introduced by “but cf.” is strongly recommended.

“But” should be omitted from “but see” and “but cf.” whenever one of these signals follows another negative signal.

When more than one signal is used, the signals (along with the authorities they introduce) should appear in the order in which those signals are listed in rule 1.2. When “e.g.” is used in conjunction with another signal, the other signal’s position in rule 1.2 should be used.

Note that the order of authorities within each signal must conform to rule 1.4. Signals of the same basic type—supportive, comparative, contradictory, or background (rule 1.2(a)–(d))— must be strung together within a single citation sentence and separated by semicolons.

Signals of different types, however, must be grouped in different citation sentences.

3. Parenthetical information

Bluebook Rule 1.5

Substantive information. Use parentheticals to explain the relevance of a particular authority to the proposition given in the text. Parenthetical information is recommended when the relevance of a cited authority might not otherwise be clear to the reader (see rule 1.2). Explanatory information takes the form of a present participial phrase, a quoted sentence, or a short statement that is appropriate in context.

4. Short citation form

Bluebook Rule 4

Only use full citations once in an article. Thereafter, use the appropriate short citation format (supplementing rule 4).

Use “id” whenever appropriate, save as the first cite in a new section (supplementing Rule 4.1).

1 Chalfin v. Specter, 233 A.2d 562, 562 (Pa. 1967).

2 Id. at 563.

3 42 U.S.C. § 1983 (1994).

4 See id. § 1981.

“Supra” and “hereinafter” are only “used to refer to legislative hearings; court filings; books; pamphlets; reports; unpublished materials; nonprint resources; periodicals; services; treaties and international agreements; regulations, directives, and decisions of intergovernmental organizations; and internal cross-references.” (Rule 4.2).

The “supra” form generally consists of the last name of the author of the work, followed by a comma and the word “supra.” Indicate any particular manner in which the subsequent citation differs from the former.

27 Reich, supra note 16, at 6.

28 2 Holdsworth, supra note 10, at 6.

28 2 Holdsworth, supra note 10, at 6.

29 James & Hazard, supra note 8, § 7.21; W. Page Keeton et al., Prosser and Keeton

on the Law of Torts § 1, at 2 (5th ed. 1984); see also *supra* text accompanying note 7.
30 Keeton et al., *supra* note 29, § 2, at 4; Note, *supra* note 16, at 1416.

Use “hereinafter” for authority that would be cumbersome to cite with the usual “*supra*” form or for which the regular shortened form may confuse the reader, the author may establish a specific shortened form. After the first citation of the authority, but before any explanatory parenthetical, place the word “hereinafter” and the shortened form in brackets. The shortened form should appear in the same typeface as in the full citation. In subsequent citations, cite the authority using the shortened form followed by a comma and the appropriate “*supra*” cross-reference.

34 Proposed Amendments to the Federal Rules of Criminal Procedure: Hearings Before the Subcomm. on Criminal Justice of the H. Comm. on the Judiciary, 95th Cong. 92–93 (1977) [hereinafter *Hearings*] (statement of Prof. Wayne LaFave).

35 Richard H. Fallon, Jr. et al., *Hart and Wechsler’s The Federal Courts and the Federal System* 330 (5th ed. 2003).

36 *Hearings*, *supra* note 34, at 33 (statement of Hon. Edward Becker).

5. Cases

Case names

- In text sentences, abbreviate according to Rule 10.2.1(c);
- In citations: use Table 6 (Rule 10.2.2).
- Delete second business designation (Rule 10.2.1(h))

6. Reporters

Cite to single reporter only (Rule 10.3.2).

Use public domain format (“¶” instead of page numbers) when using public domain reporters (Rule 10.3.3).

7. Statutes

Use Official Code unless current code is not available (Rule 12.1).

Do not include name of act unless the particular act is a significant part of the article (supplementing Rule 12.1).

8. Books and other non-periodical material

When there are three or more authors, use first name listed followed by “et al.” (Rule 15.1(b)).

Institutional authors’ names should be abbreviated according to Tables 6 and 10 (Rule 15.1(d)).

Original publisher is not included in a cite (clarifying Rule 15.4(a)(ii)).

9. Legal periodicals

When there are three or more authors, use first name followed by “et al.” (Rule 16.2).

10. Internet and electronic sources

Material that is equally available in print and electronic format or electronic sources that recreate the print format, should use only the print citation format.

Bluebook Rule 18.1: Basic citation forms

- Documents for which print copy is practically unavailable:
Conference Report, German Soc’y for Contemporary Theatre and Drama in English, Mediated Drama/Dramatized Media: From Boards to Screens to Cyberspace (June 17–20, 1999), <http://fb14.uni-mainz.de/projects/CDE/conf/1999/>.
- Electronic version improving reader access to source also available in print:
SANTA MONICA, CAL., MUN. CODE ch. 3.20 (1976), available at <http://qcode.us/codes/santamonica/>.
- Online-only sources:
Ben & Jerry’s Homemade Ice Cream, <http://www.benjerry.com> (last visited Oct. 6, 2008).
- Subheadings linked from main page of website:
David S. Cloud, Gates Budget Eyes Next Gen. Warfare, POLITICO (Apr. 12, 2009, 3:54 PM), <http://www.politico.com/news/stories/0409/21123.html>.
- Commercial electronic databases:
Bissinger v. City of New York, Nos. 06 Civ. 2325(WHP), 06 Civ. 2326(WHP), 2007 WL 2826756, at *3 (S.D.N.Y. Sept. 24, 2007).

Bluebook Rule 18.3.1: Cases from electronic databases

When a case is unreported but available on a widely used electronic database, it may be cited to that database. Provide the case name, docket number, database identifier, court name, and full date of the most recent major disposition of the case. If the database contains codes or numbers that uniquely identify the case (as LEXIS, Westlaw, and Bloomberg Law do), these must be given. Screen or page numbers, if assigned, should be preceded by an asterisk; paragraph numbers, if assigned, should be preceded by a paragraph symbol.

11. Foreign and international material

For specific foreign language material, follow Bluebook Table 2 for citation. The formats for Egypt and Lebanon are included. For countries not covered in Table 2, follow the respective rules of the country.

When citing a document in a language other than English, always give the document’s full title or name in the original language the first time the document is cited. If desired, the original-language title may be followed by brackets containing its shortened or full-length English title in the same typeface as the original:

Verdrag tot het Vermijden van Dubbele Belasting [Agreement for the Avoidance of Double Taxation].