

Information for Authors

The Center for Relational Studies on Global Crises (CRSGC) releases research findings in the form of **Working Paper Series** and **Essays/Conference Papers**, both of which we hope will reach the widest possible audience.

The **CRSGC-Chiba Working Paper Series** provides preliminary analysis of substantive, technical, and methodological issues that are related in some way to the scholarly activities of the CRSGC. They are intended to make the results of scholarly work available to other researchers in a timely manner to encourage discussion and solicit constructive feedback on the research. The **CRSGC-Chiba Essay/Conference Paper** is a multi-platform, long-form product that we hope will engage our audience in open dialogue and debate. The **CRSGC-Chiba Submission Guidelines** below provide additional details.

Disclaimer: The **CRSGC-Chiba Working Paper Series** and **CRSGC-Chiba Essays/Conference Papers** are released to inform interested parties of research to encourage discussion. The views expressed are those of the authors and not necessarily those of the CRSGC or Chiba University. All responsibility for the views expressed lies with the authors.

CRSGC Submission Guidelines

The CRSGC welcomes manuscript submissions from inside and outside of the CRSGC, Chiba University, to disseminate preliminary research findings. Authors may present this preliminary work at conferences or working group meetings, and the papers may be published in peer-reviewed journals and other scholarly outlets.

The CRSGC's Editorial Committee coordinates the selection and quality control of papers selected for publication in the CRSGC-Chiba WP Series or Essays/Conference Papers.

A manuscript submitted as a CRSGC-Chiba WP undergoes a limited peer review for scientific merit. The review consists of determining the relevance of the research questions, ascertaining that the data and methods are appropriate for the question(s) and that appropriate analytic techniques were used, and ensuring compliance with privacy and confidentiality standards. The review also ascertains that findings and conclusions logically follow the analysis and that it is not simply an opinion piece. A manuscript submitted as a CRSGC-Chiba Essay/Conference Paper does not undergo a peer review.

Authors should supply a title page separate to the main text of their manuscript. The title page should contain the title of the paper, authors' names and affiliations and corresponding author's e-mail address, an abstract of no more than 150 words, and up to five key words.

A CRSGC-Chiba WP should include an abstract, endnotes/footnotes, and references. A CRSGC-Chiba Essay/Conference Paper should include an abstract, but does not necessarily include endnotes/footnotes and references.

Submission Format

- Submit electronically, as a PDF file.
- Use at least 1.25-inch margins throughout, with at least an 11-point font size.
- Double-space the main text.
- Number each page of the body of the paper after the title page.
- Use endnotes or footnotes as you prefer.
- Provide tables and figures exactly as you would like them published.

We recommend the APA Style as a resource for authors. If you use another style sheet, please alert us when you submit your paper. Please note the following:

Acronyms: Spell out in the first instance with the acronym in parentheses; use acronym thereafter, perhaps with a reminder of what it means later in the paper if there is a gap between mentions. Acronyms are usually in caps, even if the words are lower case.

- Gross Domestic Product (GDP)

- Inter-American Development Bank (IDB)

Names of foreign institutions: On first appearance, provide English translation with original language name in parentheses. If there is an acronym, include after the original language name followed by 'comma or'

-National Housing Bank (Banco Nacional de Vivienda, or BNV)

Foreign names/words: Italicize non-English words or phrases that do not appear in an English dictionary, with translation in parentheses following the first mention

- Fujimori governance implied that people should *hacer y luego hablar* (act first; discuss later).

Commonly used foreign words that appear in English dictionaries do not need italics or translations (e.g., per se, hacienda, esprit de corps)

Citations and references: CRSGC prefers the author-date system, as outlined in the APA style, but we are willing to follow a variety of widely accepted styles, as long as you are consistent.

Please do include the following information in your reference list or bibliography:

- Author, date, title, publisher name and location (for books)
- Author, date, title, journal name and volume identification (for articles)
- Page numbers (for chapters or journal articles)
- Web addresses for information obtained electronically