Article submission requirements

Before you submit your article, please ensure that your article complies with **ALL** the requirements listed below.

- Include a title of maximum 85 characters and the name/s of the author/s at the start of the article.
- Include a short introduction of between 20 - 40 words which presents the key argument of the article in a concise and engaging way.
- Repeat the name of all authors at the end of the article and give their affiliation (i.e. title and organisation), their email address (if they are happy to publish this) and, if you wish, one social media handle which the author uses for professional purposes.
- Include the surname of the author/s and brief title in the document name, for example: 'Obila – addressing internal displacement in the IGAD region'.
- Send your article in Word document format (not PDF), in Times New Roman 12 point font, with single line spacing, left-aligned, and page numbers.
- Include the word count at the top of the article – it must not exceed 2,300 words in length, including any endnotes, and not be shorter than 1,000 words in length.
- Do not embed photos (you may tell us if you have images to accompany your article but please do not send any or embed any).
- Do not include tables or graphs.
- Do not use indents, underlining, headers or footers (except page numbers), text boxes, borders, coloured text or backgrounds (please do not make it look 'pretty' - we have to strip out all such formatting when editing).

Guidance on hyperlinks and endnotes:

For the next issue we are prioritising the digital version of the magazine and we have made some changes to our format.

- Please use **hyperlinks** to link directly to related websites, research or publications that you may refer to but:
  - try to avoid having more than one link per sentence or ten links per article
  - make it clear from the text where the link goes eg. UNHCR's Digital Blue Dot
  - do not use phrases like 'click here'
  - the hyperlinked text should be no more than three words

- Do not include any footnotes.
- Do not include a bibliography or Harvard-style in-text referencing.

- You may include up to a maximum of 4 endnotes to provide essential additional information (not references), please use the 'Insert Endnote' function in Word. Examples of additional information endnotes:
    - Names changed to protect respondents' identities
    - Since 2019, ELIL has been running the Greece Pro Bono Collaborative (GPBC), a joint initiative with six international law firms (Dentons, White & Case, Allen & Overy, Orrick, Ashurst and Charles Russell Speechlys) to provide free legal assistance to refugees in Greece.
    - With thanks to [name] and [name] for their collaboration in the preparation of this article.

- URLs from the hyperlinked text may be added as endnotes in the print version of the issue –please leave this to the editors.

Co-authors and contributors

We limit the number of co-authors to a maximum of five and we ask you only to name as co-authors those who directly wrote the article. We encourage you to acknowledge other contributors in an endnote.