

## **SUBMISSION GUIDELINES**

The Editorial Team of Beyond the Borders (BTB) welcome submissions of manuscripts for consideration as *Insights* and *Reviews*. The *Insights* should be broadly consistent with topics, themes, issues and disciplines related to international relations, political science and history and generally be approximately 1000-1500 words in length. They should include a bibliographical note on the author of no more than 100 words. *Reviews* are subdivided into *Book Reviews* and *Article Reviews*. *Book Reviews* should be in the range of 600-800 words, and *Article Reviews* should be in the range of 500-800 words. Submissions should only be provided via the Google Forms link, in the form of a Microsoft Word File.

Any other form of submission will not be considered for publication in the BTB. A period of up to two weeks is required for the peer-review process, which will be a double-blind process. Based on the reviewer's comments, the author will be informed on either of the following decisions: *Revision of the manuscript* or *Rejection of the manuscript*. *Revision of the manuscript* can be *Minor* or *Major*, depending upon the reviewer's comments received. The decision of the Editorial Team will be final in this regard. In case of revisions, the author is expected to respond with the revised manuscript at a maximum of three weeks, which otherwise can be understood as the rejection of the manuscript, a decision, which is, not necessarily communicated in the aftermath of the allotted three weeks.

The BTB follows American Psychological Association (APA) referencing style, with Times New Roman and 12 pt font. The whole manuscript should be paginated. Adequate references should be provided for the manuscript, while endnotes can be provided to elaborate on points made in the text, indicate relevant research or refer to sources for further information. References to websites should be given in full, and unless including a specific date in the reference, a date of access should also be provided. Publications of each month will be done in the last week of the respective months.

### **Formatting style:**

**Book:** Atkinson, T.W. (1858). *Oriental and Western Siberia: A Narrative of Seven Years' Explorations and Adventures in Siberia, Mongolia, the Kirghis Steppes, Chinese Tartary and part of Central Asia*. London: Hurst and Blackett.

**Chapter in Book:** B. Kiernan. (1982). “The Samlaut Rebellion, 1967–68”. in B. Kiernan & C. Boua (eds.). *Peasants and Politics in Kampuchea, 1942–1981*. London: Zed Press, pp. 166–167.

**Journal article:** Gershon Shafir and Yoav Peled. (1998). Citizenship and Stratification in an Ethnic Democracy. *Ethnic and Racial Studies*. Vol. 21(3), pp. 408–427.

**Newspaper:** Mishra, I. (2023). Rain fury claims more lives in Himachal Pradesh, Uttarakhand. *The Hindu*.  
<https://www.thehindu.com/news/national/other-states/rain-fury-claims-more-lives-in-himachal-pradesh-uttarakhand/article67198524.ece> (accessed on 16 August 2023).

**Online source:** J. Greenberg, ‘Israeli Officials say Syria’s Assad is Doomed’. Washington Post, December 14, 2011,  
[https://www.washingtonpost.com/world/middle\\_east/israeliofficials-say-assad-is-doomed/2011/12/14/gIQAYBuEuO\\_story.html?utm\\_term=.7cfba2989823](https://www.washingtonpost.com/world/middle_east/israeliofficials-say-assad-is-doomed/2011/12/14/gIQAYBuEuO_story.html?utm_term=.7cfba2989823) (accessed 11 December 2018).

### **Reviews format:**

The first paragraph of an article or book review should not start with the first line indented. The following paragraphs should continue with no extra spacing, but the first line should be indented. Percentages in text, not symbol (%). Quoted matter, whether in text or notes, should be in double quotes, typed one-and-one-half spaced. Substantial quotations (four lines or more) should be indented without quotation marks. Special words or phrases should be in single quotes. The title of publications and foreign terms should be in italics. Submissions in English, Kannada, Malayalam, and Hindi will be accepted. Use of non-academic language will lead to rejection. You must obtain the necessary permission to reuse third-party material in your article. The use of short extracts of text and some other types of material is usually permitted, on a limited basis, for the purposes of criticism and review without securing formal permission. If you wish to include any material in your paper for which you do not hold copyright and which is not covered by this informal agreement, you will need to obtain written permission from the copyright owner prior to submission. The Editorial Team of BTB will not be responsible for any lack of copyright obtained by the respective author from the original copyright owner. Plagiarism up to 15 per cent is acceptable, above which the

manuscript will either be asked to be revised or rejected altogether, wherein the decision of the Editorial Team is final.

Book titles should conform to the following pattern:

**Author or Author & Author (first name surname) (ed.) or (eds.). Title .** Series. Publisher, place of publication, year of publication, pages, ISBN (hardback price and ISBN, if in addition).

E.g.: **Usha Haley & Frank-Jurgen Richter (eds.). *Asian Post-Crisis Management: Corporate and Governmental Strategies for Sustainable Competitive Advantage*.** Palgrave/Macmillan, London, 2002. pp. 451. ISBN 0 3339 4964 1

Article titles should conform to the following pattern:

**Brown, D. (1989). The state of ethnicity and the ethnicity of the state: Ethnic politics in Southeast Asia. *Ethnic and Racial Studies*.** Vol. 12(1): 47-62.

**Chan, A. (2005). Aging in Southeast and East Asia: Issues and policy directions. *Journal of Cross-Cultural Gerontology*,** Vol. 20(4), pp. 269-284

Email the Editorial Team for queries at **beyond.borders@isph.christuniversity.in**. Submissions via email will not be considered.