

GUIDELINES FOR CONTRIBUTORS

PLEASE follow these guidelines closely when preparing your paper for submission. The editors reserve the right to reject illegible or otherwise inadequately prepared papers.

All contributions should be in English and should be submitted as an email attachment to iaspubs@ug.edu.gh. Articles should not exceed ten thousand words (10,000) in length, and should include an abstract of less than 200 words, in both English and French, where possible. Five (5) to ten (10) key words are required and should be placed under the abstract.

The first page of an article meant for the *Contemporary Journal of African Studies* should contain the title but not the author's name. The article should have a separate title page featuring the title and the author's name with full contact information including mailing address, phone numbers and email address. Authors should also indicate on this page their institutional affiliation, for example, the Department and University where they are based and their position or status (for example, Lecturer, Senior lecturer, etc.).

Footnotes are acceptable (endnotes are discouraged), where necessary, and should be numbered consecutively throughout the paper. They should not contain full citations. References made in the notes or in the text should include author's last name, the date of publication and the relevant page numbers. There should be a separate list of references/bibliography at the end of the paper, in which all (and only) items referred to or cited in text and notes are listed. The list should be in alphabetical order using the surname of the first/principal author. Give full bibliographical details in this order: name of author or editor, date of publication, title of the work, place of publication, and publisher.

Illustrative quotations less than three lines long should be within double quotation marks ("...") and not be separated from the text. Longer quotations may be set up in a paragraph and indented on both sides, without quotation marks. The source of the excerpt should be indicated immediately after the quotation or in the sentence immediately before it.

Figures, diagrams, maps and illustrations should be digitised and inserted in the text electronically. Colour material may be accepted only in exceptional circumstances.

Words or short passages in other languages (including Ghanaian or African languages) may be included, but if you use a non-standard font with your word processor a copy of the font should be included in your electronic submission. Doulos SIL is preferred for African language material. Words in any language other than English should be italicised.

The editors insist that articles and papers submitted to the journal should not have been published elsewhere or be currently under consideration for publication in another journal or book. Plagiarism and copyright infringement must be avoided.