

# Instructions for Authors

## New Criminal Law Review

July 2012

### Review's Mission

Focused on examinations of crime and punishment in domestic, transnational and international contexts, **New Criminal Law Review** (NCLR) provides timely, innovative commentary and in-depth scholarly analyses on a wide range of criminal law topics. NCLR encourages a variety of methodological and theoretical approaches and is a crucial resource for criminal law professionals in both academia and the criminal justice system. The Review publishes thematic forum sections and special issues, full-length peer-reviewed articles and occasional book reviews. All articles make a substantive contribution to legal doctrine and either take a comparative or multidisciplinary perspective.

### Electronic Submission:

Contributors submit their manuscripts through our electronic submission system, at this link:

<http://mc.manuscriptcentral.com/ucpress-nclr>

### Double-blind peer review

NCLR follows a double-blind reviewing procedure. Authors are therefore requested to:

- Submit a blinded manuscript without any author names and affiliations in their article's text.
- Avoid the use of self-identifying citations and references in the article's text.
- Provide a title page that is separate from the manuscript; see below.

### Peer review process

All manuscripts undergo an exceptionally quick internal review to determine their potential fit with the Review's mission. The editorial board automatically rejects manuscripts that do not fit within the Review's mission.

Manuscripts that have potential are sent for blind, peer review. Peer review takes time, but we aim to move as quickly as possible.

### Expedited review

If you would like to request an expedited review, please make the request through the electronic system in your letter to the editor when you submit your manuscript. You also may contact the editor directly, via this email address:

[rlevesqu@indiana.edu](mailto:rlevesqu@indiana.edu). If you do so, please provide: (1) the manuscript's tracking number; (2) the manuscript's title; (3) the date by which you need an answer; (4) your phone number; (5) your email address; and (6) your rationale for seeking an expedited review.

### Withdrawn manuscripts

Should you accept another Review's offer to publish, please do advise our Editor-in-Chief so that we can stop the review process. Unless stated otherwise, the Editor expects authors to accept requests for revisions.

### Revisions

Requests for revisions can be substantial, but they aim to improve manuscripts' success in the marketplace of ideas and their fit with the Review's mission. Requests to revise are not made lightly and they are not done unless the reviewers and the Editor have a strong sense that manuscripts can be published in the Review.

### Manuscript length limitations

The Review strongly prefers manuscripts that have between 9,000 to 10,000 words, but will consider longer manuscripts, preferably under 25,000 words in length — the equivalent of 50 law review pages — including text and footnotes. This preference comports with recent trends in leading law reviews. Please provide a justification if your manuscript is more than 10,000 words and also expect that the review process will result in requests to reduce the length of your manuscript.

### Critical stylistic points to follow

- Use the term "article" rather than "paper" or "manuscript".
- Do not use the authorial "I".
- Avoid split verbs and split infinitives, unless the text would be awkward.
- Use double quotes, rather than single quotes, as your default quotations.
- Use only complete paragraphs (topic sentence, body, and closing sentence).

### Footnotes

- Avoid long footnotes and multiple citations for the same/similar proposition.

## Title Page

The title page should include:

- The name(s) of the author(s)
- A concise and informative title
- The affiliation(s) and address(es) of the author(s)
- The e-mail address, telephone and fax numbers of the corresponding author
- Acknowledgments, disclosures, or funding information
- Brief descriptions of each author, which generally include professional affiliations, academic backgrounds, and research interests. Here is an example of an author blurb: “Jane Author is Professor of Law at the University of Illinois. She received her doctorates in law and sociology from the University of Chicago. Her major research interests center on criminal procedure, juvenile justice, and punishment.”

## Abstract Page

- Provide an abstract of 150 to 250 words.
  - Abstracts avoid any undefined abbreviations or references.
  - The first sentence provides a general orientation to the area and highlights its importance to criminal law.
  - The last sentence highlights conclusions and their significance.
- Have the title precede the abstract.
- Offer 4 to 6 keywords that can be used for indexing purposes.

## Text Formatting

- Use a normal, plain font (e.g., 12-point Times Roman) for text.
- Use italics for emphasis, not underlining.
- Use the automatic page numbering function to number the pages.
- Indent paragraphs, unless they are the first paragraphs following a heading; see the heading section for clarification.
- Double space main text, but not footnotes.

## Headings

- Headings are informative and help guide readers through your analysis.
- Headings follow these levels: All headings space above, none below. Text starts flush left next line, unless run-in.
  - TITLE: **FLUSH LEFT, BOLD, ALL CAPS**
  - Author: *Flush left, nobold italic*, Natural case
  - INTRODUCTION: **FLUSH LEFT, BOLD, ALL CAPS**; may include other words
  - Level 1: **Centered, Bold**, Upper and Lower Case
  - Level 2: **Flush Left, Bold**, Upper and Lower Case
  - Level 3: **Flush left, bold**, Initial cap/lower case, period. Run-in text
  - Level 4: *Flush left, bold italic*, Initial cap/lower case, period. Run-in text
  - Level 5 *Paragraph indent, nobold italic*, Initial cap/lower case, period. Run-in text
  - CONCLUSION: **FLUSH LEFT, BOLD, ALL CAPS**; may include other words

## Abbreviations and Acronyms

- Avoid acronyms, unless they are popularly known.
- Define abbreviations when first mentioned and use them consistently thereafter.

## Specific content requirements

- The introduction introduces readers to the general area and highlights its significance to legal doctrine and broader society.
- The conclusion must recap the general argument, highlight key points made, and emphasize the manuscript’s significance. Being the first to address an important point is never a significant contribution in and of itself.

## Citation format

Due to its multidisciplinary nature, the Review accepts two popular citation styles:

- The Bluebook (generally preferred); for an online introduction of Bluebook formatting: <http://www.law.cornell.edu/citation/>
- American Psychological Style, 6<sup>th</sup> Edition (preferred for empirical articles); for an online introduction to APA style: <http://www.library.cornell.edu/node/147> and <http://owl.english.purdue.edu/owl/resource/560/01/>

## Editorial Contacts

- For questions about the electronic editorial managing system, please contact the Review’s managing editor: Mark Penrose at [markpenrose@gmail.com](mailto:markpenrose@gmail.com).
- For all other questions, please contact the Editor-in-Chief: Roger J.R. Levesque at [rlevesqu@indiana.edu](mailto:rlevesqu@indiana.edu).