

# *INTERNATIONAL JOURNAL OF AREA STUDIES*

## **INSTRUCTIONS FOR AUTHORS**

### **SUBMISSION:**

Manuscripts of 6,000 to 10,000 words and the used figures should be submitted electronically to the Editor of the Journal via two e-mails: [ijas@pmdf.vdu.lt](mailto:ijas@pmdf.vdu.lt) and [ijas.academia@gmail.com](mailto:ijas.academia@gmail.com). Each article should be accompanied by an abstract of up to 300 words.

Authors are anticipated to provide information about themselves: name(s), surname, academic title and position, name of his/her institution, address for correspondence and email address. This information should be indicated in the body of the submission letter, but not in the text of work.

If the article contains pictures or graphs, they must be also submitted. Graphic files should be in *.jpg* format and of sufficient resolution. Graphs should be in *Excel* format. All figures should include captions. The author is responsible for acquiring high-resolution images along with permission to publish them.

Inquiries may be directed to the Editor at [ijas@pmdf.vdu.lt](mailto:ijas@pmdf.vdu.lt) or by phone: +370-37-206 709.

### **REVIEW PROCEDURE**

Submissions will be subject to a blind refereeing procedure. Authors should be aware that papers submitted to the Journal should not be simultaneously submitted for review to any other publications.

Authors will be given the offprints of their paper once typesetting has been finalised. Authors will receive pdf copy of the issue containing their contribution.

### **STRUCTURE OF THE ARTICLE**

Articles prepared for publication must have the following structural components in the following sequence:

- Title of the article;
- Keywords (min. 3 – max. 7);
- Abstract (in English and in author's native language) up to 300 words;
- Acknowledgements (optional)
- Body text
- Results and/or conclusions;
- References;
- Endnotes;

### **TEXT AND STYLE REQUIREMENTS**

**Languages:** Articles are to be written in English.

**Size:** The size of the article is 6,000 to 10,000 words.

**Page layout and fonts:** The articles must be in Microsoft Word (*.doc* or *.docx*) format.

Manuscript should be single-spaced, 12 pt, typed in Times New Roman and justified on the left and right margins. Titles of introduction, chapters and subchapters are typed using 15 pt. bold font size (lowercase). They are left aligned. Numbering and bullets are not needed.

**Acronyms, foreign words and names:** Surnames are provided in original language, e.g. J. J. Rousseau.

All acronyms such as titles of organisations etc. should be written out first in full and thereafter in initials.

The words of the non-Latin script based languages should be Romanized. Original word in original script, written in the brackets after Romanization is optional.

Several requirements for Romanization of non Latin script based languages:

- For Cyrillic alphabets, scientific transliteration should be used.
- Chinese words should be written using *Hanyu pinyin* transcription, including tone marks.
- Japanese words should be written using revised Hepburn Romanization.
- Korean words should be written using Revised Romanization of Korean.

#### FORMAT OF REFERENCES

IJAS uses Harvard system for parenthetical in-text citation and references.

**In-text citation:** cited material must be included in quotation marks (“...”). Italics are not required for in-text citation. References in the text are provided in parenthesis after the quotation. Publications by the same author(s) in the same year should be identified with a, b, c immediately following to the year (e.g. 2008a, 2008b).

Examples of references in the text:

- (Anholt 2007, p. 23) – in the case of one author;
- (DuNann and Koger 2004) – in the case of two or three authors;
- (Bennett et al. 1986) – in the case of more than three authors;
- (Anonymous 2002, p.6) – if the author is not indicated;
- (Department of Health 2008, pp.52-62) – if the author is institution.

**List of references** must be provided at the end of the paper. The list is arranged in alphabetical order and is numbered. All the references in non-Latin script based languages (Russian, Chinese, Japanese, etc.) should be Romanised and included in the main list of references in alphabetical order.

##### a) Books, edited volumes:

Alexander, J., 1987. *Twenty Lectures: Sociological Theory since World War II*. New York: Columbia University Press.

Bronfen, E. and Kavka, M. eds., 2001. *Feminist consequences: Theory for a new century*. New York: Columbia University Press.

##### b) Chapters in books. Articles in journals/newspapers:

Luban, D., 2000. The ethics of wrongful obedience. In: D. L. Rhode, ed. *Ethics in practice: Lawyers' roles, responsibilities, and regulation*. New York: Oxford University Press, pp.94-120.

Alexanderis, J., 1999. Modernizmas, anti-, post- ir neomodernizmas: socialinių teorijų pastangos suprasti mūsų laikų 'naująjį pasaulį'. *Sociologija. Mintis ir veiksmas*, 1(3), pp.22-39.

Webster, B., 2008. Record bonus for Network Rail chief, despite Christmas chaos. *The Times*, 6 June, p1.

c) Dissertation, thesis, speeches, other papers not published:

Martin, S., 2003. An exploration of factors which have an impact on the vocal performance and vocal effectiveness of newly qualified teachers and lecturers. In: *Pan European Voice Conference, Graz, Austria* 31 August 2003.

Young, W.R., 1981. *Effects of different tree species on soil properties in central New York*. MA thesis. Cornell University, Ithaca, NY.

Blair, A., 2003. *Britain in the World*. Speech to FCO Leadership Conference, 7 January 2003, London.

d) Documents without authors:

Economist, 2005. *The mountain man and the surgeon*. 24 December, pp.24-26.

Lietuvos Respublikos Seimas, 1995. *LR energetikos įstatymas*, 28 March, Nr. 1-828, 1-3 str. Available at: <[www.lrs.lt](http://www.lrs.lt)> [Accessed 12 October 1998].

U.S. Census Bureau, 2000. *Statistical abstract of the United States*. Washington, DC: U.S. Government Printing Office.

e) Online resources (articles and other):

Ashe, D. D. and McCutcheon, L. E., 2001. Shyness, loneliness, and attitude toward celebrities. *Current Research in Social Psychology*, 6(9), pp.124-133. Available at: <<http://www.uiowa.edu/~grpproc/crisp/crisp.6.9.htm>> [Accessed 20 August 2003].

Archer, D., (n.d.). *Exploring nonverbal communication*. Available at: <<http://nonverbal.ucsc.edu>> [Accessed 18 July 2001].

Green Party, 2005. *Greens call for attack on asylum 'push factors'*. Green Party report, 4 March. Available at: <<http://www.greenparty.org.uk/index.php?nav=new&n=1838>> [Accessed 9 March 2005].

f) Motion pictures, TV programs:

*Traffic*, 2000. [Motion picture] Directed by S. Soderbergh. United States: Gramercy Pictures.

*Face the nation*, 2001. [TV Programme] CBS News, 2 December 2001 18:00.

For further information, please refer to <http://libweb.anglia.ac.uk/referencing/harvard.htm>.