Guidelines for Submission to *Ethics & International Affairs*

The aim of *Ethics & International Affairs*, the journal of the Carnegie Council, is to help close the gap between theory and practice (and between theorists and practitioners) by featuring articles, essays, and book reviews that integrate rigorous thinking about principles of ethics and justice into discussions of practical issues related to current policy developments, global institutional arrangements, and the conduct of important international actors.

Theoretical discussions that originate in philosophy, religion, or the social sciences should connect with such interests and concerns as the function and design of international organizations (for example, the United Nations, World Bank, and International Monetary Fund); institutions of accountability (such as the International Criminal Court and ad hoc tribunals); arrangements governing trade and the global economy; as well as issues of human rights, the environment, and the use of force.

OVERALL STYLE

Articles should be written in clear, jargon-free English with adequate *but not excessive* documentation. We aim to be accessible to a variety of readers: scholars from diverse disciplines, policy-makers, and journalists, among others.

Textual style generally follows the *Chicago Manual of Style*. House style sheets may be sent to authors as part of the revision process.

FEATURES (REFEREED)

- Manuscripts should be approximately 7,000 to 8,000 words. Longer manuscripts will be considered only in exceptional circumstances.
- Articles will be reviewed by the Editors and will be forwarded for peer review upon their assessment.
- Endnotes (not footnotes) in *Chicago* note style should be used. Notes should be kept to a minimum, and lengthy notes are strongly discouraged.
- An abstract should be included, not to exceed 250 words, as well as a list of keywords.

ESSAYS (NON-REFEREED)

The journal encourages the submission of shorter articles of a timely nature. These should be approximately 2,500 to 3,500 words in length and require few citations. They will be reviewed only by the Editors, and will generally appear more quickly than those subject to the peer-review process.

REVIEWS AND REVIEW ESSAYS

Unsolicited book reviews are not accepted. The Editors welcome review essay proposals.

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RESPONSES

The Editors welcome responses to Features and Essays published in *Ethics & International Affairs*. Responses should be no longer than 1,000 words, and are published at the Editors' discretion. All responses are subject to editing for length and style. In the event of any questions or substantive editing, the response will be returned to the author for final approval prior to publication.

PROPOSALS FOR SPECIAL SECTIONS AND SYMPOSIA

Ethics & International Affairs accepts proposals for roundtables, symposia, special sections, and book symposia that explore in depth a particular topic from a variety of perspectives. Proposals should include a description of the project, a list of contributors, and abstracts for the various contributions, if available. Several formats and approaches are possible:

ROUNDTABLE: A group of four to six non-peer-reviewed contributions, each approximately 3,000 to 5,000 words in length, on a particular topic.

SYMPOSIUM: One lead article (often peer-reviewed, but not necessarily) of 6,000 to 8,000 words and three to five responses of approximately 3,000 words each.

SPECIAL SECTION: Three to six full-length peer-reviewed articles, up to 8,000 words each, on a single topic.

BOOK SYMPOSIUM: A group of four to six essays of 3,000 to 5,000 words dealing with issues from a recent notable book in the field. The topic of a book symposium should be the topic *addressed by the book*; the topic should not be *the book itself*. Each essay should work as a standalone piece, independent of the symposium and should be accessible and valuable to a reader who has not read the book in question.

GENERAL AGREEMENT

The Carnegie Council will own copyright to all published works and have the right of first publication, both in print and online, unless other arrangements are made with the Editors in advance.

SUBMISSION

Manuscripts should be submitted electronically as Word files using the journal's ScholarOne Manuscripts submission system. Please visit:
https://mc.manuscriptcentral.com/eia

The ScholarOne Manuscripts system will prompt new users to create an account and log in before starting a new submission. Once the author begins a new submission, the system will provide step-by-step instructions. The website will automatically acknowledge receipt of the manuscript and provide a reference number once the submission process is complete.

Authors uncomfortable with online submission through ScholarOne may submit a manuscript as a Word file to journal@cceia.org.

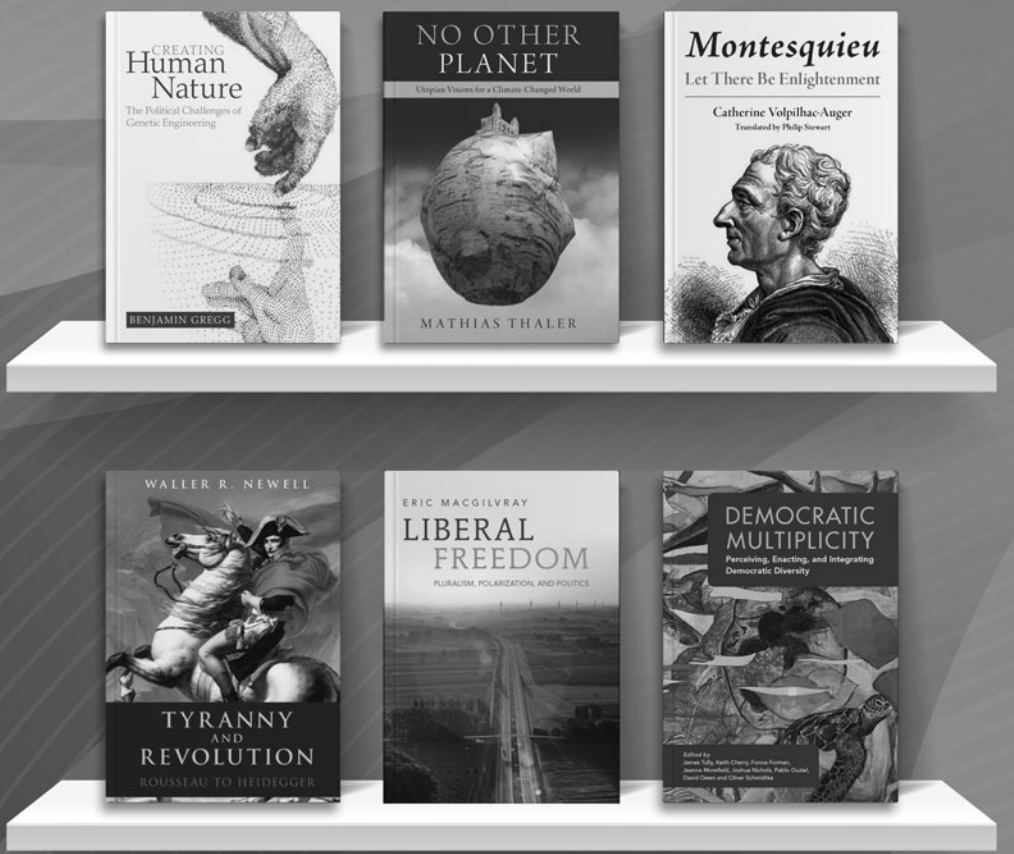
Proposals of all types, as well as any questions about the submission process, should also be directed to the above email address.

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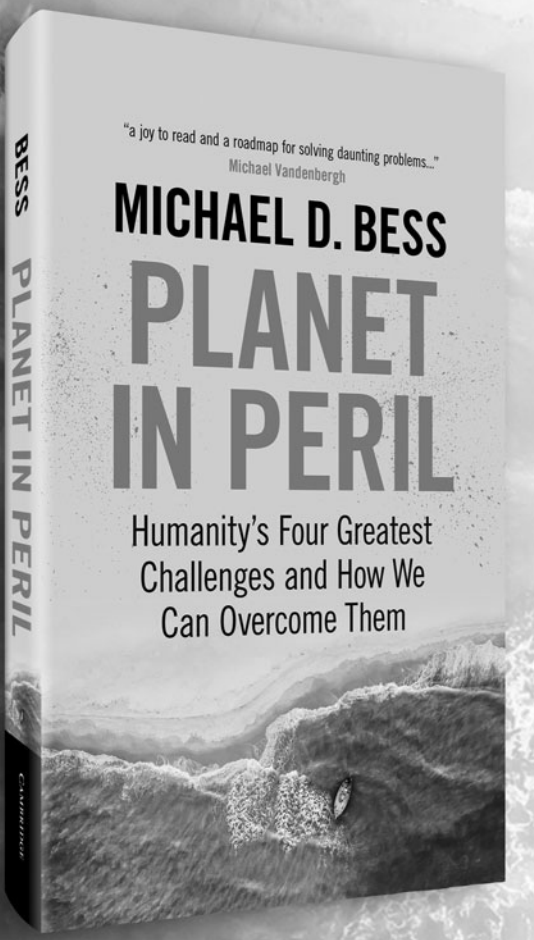
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