

# *Defence Strategic Communication*

## **Information for Contributors**

*Defence Strategic Communication*, the official journal of the NATO Strategic Communications Centre of Excellence, is an annual, peer reviewed, and refereed journal that aims to serve as an academic forum where scholars and practitioners will be able to share knowledge and ideas about strategic communications, particularly, but not exclusively from the defence perspective.

### **General guidelines for article submission**

*Defence Strategic Communications* accepts three types of articles:

- **Analytical articles**, between 8,000 and 10,000 words including footnotes, but excluding the bibliography.
- **Review essays** examining 2-3 recent publications within the field, 3,000 and 5,000 words.
- **Book reviews** of 1,000 words on recent topical publications.

Papers for consideration should be sent as email attachments to Linda Curika at [Linda.Curika@stratcomcoe.org](mailto:Linda.Curika@stratcomcoe.org)

Authors will be notified of the decision regarding peer review within 15 days from submission.

Once articles have been accepted for peer review, they should be entered into the ScholarOne publication management system:

<https://mc04.manuscriptcentral.com/stratcomcoe>

Two blind reviewers will review each article and then provide the author with their comments. Peer reviewed articles may be revised by the author if necessary and resubmitted to the journal for editing.

Authors should make known to the editor any extended travel plans and relevant contact details in the period between commissioning and the journal going to press.

All manuscripts are accepted in English. British English spelling and punctuation are preferred. Numbers Authors should include a word count with their manuscript.

All authors should include their full names, affiliations, postal addresses, telephone numbers, and email addresses on the cover page of the manuscript. The authors themselves should agree upon the order of names of co-authors.

All authors are asked to provide a brief 'About the Author' description of no more than two lines for publication with the article, as well as a biography of 50 words to be kept on file with the journal.

### **Abstract and keywords**

Abstracts of no more than 200 words are required for all analytical articles submitted. Abstracts should not contain citations or footnotes.

Please provide a list of four to six keywords for each submission. Keywords should generally be nouns. They can be compound, esp. when referring to a systemic subfield, e.g. *strategic communications*. When there is a choice, use the plural form. Do not use abbreviations.

### **Acknowledgements, Permissions, and Disclaimers**

Please supply the details required by any funding and grant-awarding bodies in a separate paragraph on the last page of the article.

If applicable, authors must include a Disclosure Statement acknowledging any financial interest or benefit they have arising from their research.

Authors are responsible for obtaining permission from copyright holders for reproducing any illustrations, tables, figures, or lengthy quotations previously published elsewhere.

### **Copyright**

Contributors of accepted articles will be asked to enter into a copyright agreement with the NATO StratCom CoE. Details available upon request.

### **Journal copies**

Authors will receive a complimentary copy of the issue containing their article.

### **Open access**

*Defence Strategic Communications* is published both in print and online at [www.stratcomcoe.org](http://www.stratcomcoe.org) in order to make this peer reviewed scholarly journal available to the public and the global scholarly community free of charge.

### **Fees**

Defence Strategic Communications does not require any submission fee, page charges, or colour charges.

## ***Style Guide for submissions to Defence Strategic Communications***

### **Formatting**

All manuscripts must be typed using Times New Roman 12 pt., double-spaced, and left aligned. New paragraphs should be left aligned and begin after a space, not indented. All pages must be numbered consecutively. Page one begins with the opening paragraph.

### **Headings**

First initial capped only: no capitals after a colon

A headings should appear in ***14pt: italicised and bold***

B headings should appear in **12pt and bold**

C headings should appear in *12pt and italicised*

## **Spelling**

UK English spelling should be used throughout following the Oxford English Dictionary (note *ise* not *ize* in all instances). In quotations from other sources the spelling convention of the original will be retained.

## **Punctuation**

Acronyms and abbreviations in capitals should have no stops (e.g. UK, UN, BBC). On first use the full name of an organisation should be given with the acronym in brackets, e.g. the United Nations (UN) and then only the acronym should be used thereafter.

Contractions have no stops (Mr, St, PhD), though abbreviated words that do not end with their final letter will (vol., vols., ed., eds.)

For names (J.P. Morgan; Morgan, J.P.) stops are used with no spaces between the initials.

The use of capitals should be kept to a sensible minimum.

*Italics* are used for titles of books, journals, films, etc., if they are a complete published work. If you are referring to an individual article within a larger publication, single quotation marks should be used.

**Bold** text may be used sparingly to add emphasis.

## **Dashes**

Closed em dashes—without spaces—should be used in place of parentheses; a single em dash may be used in place of a colon, or even a comma if emphasis is desired. En dashes should be used to represent a span or range of numbers (e.g. 20–30), including page numbers in references.

## **Numbers and Dates**

Spell out numbers one to nine; then 10; 1000; 10,000.

six per cent; 10 per cent

Dates should appear in the form 4 February 2010; in the 1990s; in the twenty-first century.

## **Lists**

1) for numbered lists; bullets may be used if wanted.

## **Quotations**

Short quotations should appear in ‘single inverted commas, “double” for a quote within a quote’. Quotation marks precede punctuation, except in the case of complete sentences within the quotes.

Quotations over 40 words should be indented left and right. If quotations have been modified by the author this should be indicated in a footnote.<sup>1</sup> If quotations contain misspellings, colloquialisms, and the like, use [sic].

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<sup>1</sup> Author’s emphasis.

## **Tables, Figures, and Appendices**

Additional data in the form of tables or figures should be submitted with captions on separate pages using originals where possible. Please do not embed them in the manuscript file.

Clearly indicate where tables and figures are to be inserted in the main body of the text. All tables and figures must be referred to in the text of the article (Table 1; Figure 1).

Each table and figure should be numbered consecutively in Arabic numerals with an appropriate caption:

Table 1. This is a caption (initial capped only, no punctuation)

Permission to reproduce copyright material must be obtained by the author(s) prior to submission and any acknowledgements should be included underneath the table or figure: Source: Author, Title.

Please provide the highest quality figure format possible. Please be sure that all imported scanned material is scanned at the appropriate resolution: 1200 dpi for line art, 600 dpi for grayscale, and 300 dpi for colour.

Appendices should be submitted separately from the main text.

Additional guidance on the preparation of illustrations, figures, and tables in electronic format is available.

First mentions of people should be descriptive and include the person's full name: Soldier [scholar, philosopher, painter] John Mckinlay writes.

Second mentions consist of surname only: McKinlay argues...

## **Referencing**

### *Footnotes*

All reference citation in the text should be in the form of footnotes and provide a separate bibliography at the end of the paper.

Note that reference numbers appear as superior numerals following any punctuation marks (except parenthetical dashes):

As Brigadier-General Robert A. McClure put it, this monopoly was 'not by design, but by default'.<sup>1</sup>

Charland's three ideological effects<sup>2</sup>—'struggles and ordeals', the 'restricted path', and 'consubstantiality'—convincingly explain the three narrative arcs.

More than one reference citation at a single location in the text should be combined to create a single note.

A source should be given a full reference in the footnote the first time it is cited. Subsequent mentions of the same source should take a shortened form whenever possible. A title of less than four words need not be shortened.

For a single work cited in the immediately preceding footnote *Ibid.* may be used unless the preceding note contains more than one citation.

<sup>1</sup> Kaiserwald, Eduard, 'The Literature of Springfield' in *Springfield: A Community in Transition*, ed. J.K. King, (New York: Fortress Press, 1965), pp. 50–76.

<sup>2</sup> Kaiserwald, 'The Literature of Springfield', p. 69.

<sup>3</sup> *Ibid.*

When a note contains not only the source of a fact or quotation in the text but related substantive material as well, the source comes first. A full stop usually separates the citation from the commentary.

#### Books

##### *Single author*

Whitehand, Emily, *True Encounters* (Boston: Forum Press, 1997), pp. 23-45.

Short version: Whitehand, *True Encounters*, p. 28.

##### *Two or more authors*

Wood, P.D. and C.T. Strauss, *Mastering Jazz Solos*. (San Francisco: Gueneri Press, 1991).

Short version: Wood, *Mastering Jazz Solos*.

##### *Edited book*

Rumneck, B.E. (ed.), *The Letters of George Melovitch*. 3 vols. (Oxford: Claredome Press, 1975).

Short version: Rumneck, *The Letters of George Melovitch*, Vol. 3, pp. 34-67.

##### *No author*

*The Burden of Individuality*, (London: Athens Press, 1948).

Short version: *The Burden of Individuality*, pp. 78-9.

##### *Translated (compiled or edited) book*

Deraux, Jacques, *Writing and Meaning*, trans. Alan Silverstein, (Philadelphia: University of Philadelphia Press, 1978).

##### *Forewords and Introductions*

Namseng, Nori, Foreword to *The Psychodynamics of Chronic Boredom* by Salvador Corpore. (New York: William O'Donald and Son, 1990).

##### *Organisations as authors*

International Monetary Fund, *Surveys of African Economies*. Vol. 7, *Algeria, Mali, Morocco and Tunisia*. (Washington DC, 1977).

##### *Languages other than English*

Wereszyncki, Henryk, *Koniec sojuszu trzech cesarzy* [The end of the Three Emperors' League; summary in German]. (Warsaw: PWN, 1977).

##### *Chapter in edited book*

Kaiserwald, Eduard, 'The Literature of Springfield' in *Springfield: A Community in Transition*, ed. J.K. King. (New York: Fortress Press, 1965), pp. 50–76.

*Chapter originally published elsewhere*

Danielson, Bernardo, 'Anarchists in the Late Twentieth Century' in *From Left to Right: Cycles in Canadian Politics*, ed. Wilma F. Burner. (Toronto: Greenhouse Press, 1990), pp. 28–43. First published in *North American Political Review*, 1985, 18(6), 627–642.

## **Periodicals**

### *Journals*

Bushmill, Diana R., 'Rhetoric and the Instinct for Peace'. *Political Perspectives* 29(6), (1991), 45–53.

### *Foreign language journals*

Goldman, M., 'Evolution of Paganism in the Nordic States' (in Swedish; English summary). *Svenska Studier* 5(1), (1979), 30–44.

### *Magazines*

Bernardi, E.R. and R.E. Marshal, 'The Rise and Fall of Athens'. *Science*, 16 July 1965, 275–278.

### *Newspapers*

Rudnevs, Alise J., 'Revenge Killings Fuel Fear of Escalation in Afghanistan', *The Colorado Times*, 11 September 2005.

### *Reviews*

Blitzer, James, Review of *The Limits of Law*, by Frank Weisel, in *Australian Journal of Sociology* 91(3), (1985), 726–729.

## **Unpublished material**

### *Theses, dissertations*

Upright, Cynthia B., 'Narrative Disambiguation and the Professional Editor', (University of Miami: PhD dissertation, 1996), abstract in *International Habitations* 52(5), 3245A–3246A.

### *Papers presented at meetings*

Zalkalne, Evita, 'The Marxist Ethic and the Spirit of Scheduling'. Paper presented at the annual meeting of the International Society for the Comparative Study of Critical Marxist Theory, Milwaukee, WI, April, 1978.

## **Electronic material**

Muldinowski, Stan, 1985. 'Readability Dilemma'. In NL-KR [electronic bulletin board]. Available at: [ab-kr@uni.muenster.edu](mailto:ab-kr@uni.muenster.edu) [Accessed 12 November 1999]

Defence Strategic Communications generally follows the style guidelines used by the Cambridge University Press with some house style modifications.

Last updated 29 September 2016