EDITORIAL STYLE AND FORMAT GUIDELINES

1. MANUSCRIPT SUBMISSIONS

• Articles should be 5,000 – 8,000 words. This word limit excludes footnotes.

• Case notes should be a maximum of 3,000 words and book reviews a maximum of 1,500 words.

• Bibliographical details should be included as a note at the bottom of the first page of the manuscript and should include the contributor's full name, academic and professional qualifications, current title, position and affiliated institution.

• Language should be direct, concise and gender neutral.

• QUTLR will not publish manuscripts which have been accepted for publication or published elsewhere. Authors who have submitted the same material elsewhere should notify the Journal Manager of the QUTLR immediately.

• The editors and the publisher of the QUTLR do not accept any responsibility for loss or damage to any manuscripts uploaded.

• It is the author's responsibility to ensure all **references and citations are correct** (see link to AGLC3 is in the Author Guidelines section of the journal website).

• It is the author's responsibility to ensure material is **not defamatory or litigious**.

• Any empirical data must be accompanied by approval from a Human Research Ethics Committee.

2. ABSTRACTS

It is a **requirement** for articles to have an abstract of no more than 150 words, clearly summarising the arguments within the manuscript.

3. FORMAT

The QUT Law Review has adopted the *Australian Guide to Legal Citation 3rd Edition* as its official guide in relation to format, referencing and citations. All papers must adhere to this style or they will be returned to the author for amending.

4. WORD PROCESSING STYLE

• Times New Roman 12-point font is to be used, with Times New Roman 10-point for footnotes.

• Underlining is to be avoided wherever possible and replaced with italics.

• There is to be no space before a question mark and no full stops to be used between initials.

• Text is not to be indented with each sub-heading, but justified on the left-hand margin.

• The abbreviations "eg" and "ie" should appear with no full stops, but have a comma either side.

• There should be no dash after a colon.

• Quotes are to be indented both sides.

• Colons and semi-colons should only have one space after them and the next word should *not* have a capital (unless a paper noun, etc.).