

## INSTRUCTIONS FOR AUTHORS

### GENERAL INFORMATION

Contributions to the *Baltic Journal of Law & Politics* (BJLP) shall be articles of original research or analysis papers.

BJLP is a refereed journal. Submissions are subject to academic peer-review. Every submitted manuscript receives at least two professional reviews, at least one of which is a double-blind review. The peer-review process typically takes 1-2 months after the paper is accepted to peer-review process after the initial review in the Senior Editorial Board. There are no charges for the review process.

Submissions can be made at any time to the following e-mail address: [bjlp@vdu.lt](mailto:bjlp@vdu.lt). An initial consideration of the submission by the editorial team typically takes between one and three months. If the submission is accepted for peer-review, this process typically takes another one to three months. If the article is accepted for publication after peer-review, the final editorial preparatory work typically takes another one to three months.

Unless otherwise specified, copyright is shared by both the contributor and BJLP.

BJLP has a strict policy against any forms of plagiarism, including self-plagiarism. Any quotation—even a short one—from a separate source shall be followed by the required corresponding reference. Any literal quotation—i.e. word-by-word—shall be provided in quotation marks or separated into a distinct paragraph as a block quotation. Authors are responsible for observing the laws of copyright when quoting or reproducing any and all borrowed material.

Papers that are accepted to publication in the Journal are required to be edited by a professional language editing service provider. BJLP gives priority to the *edit911* service (<https://edit911.com/>) and will automatically accept the confirmation of the language edit issued by this service. BJLP will accept confirmations from other language editing service providers as a matter of exception and on an individual basis. There are no other author's fees associated with publications in the BJLP.

## **TEXT FORMAT REQUIREMENTS**

Submissions shall be written in English.

The typical length of an accepted BJLP article shall be between 6,000 to 12,000 words. Longer or shorter texts will be accepted only in exceptional cases.

Contributors are asked to provide an A4 1.5 lines spaced version of their manuscript as one file e-mail attachment, in Microsoft Office format, to the e-mail address above. Non-standard fonts should be avoided – Verdana font is the preferred font of the journal. A margin on all sides of 2,5 cm should be applied for the entire document.

The submitted text shall contain the following structural components: (1) the title page (see instructions below), (2) introduction, (3) the main part having at least two internal parts, (4) conclusions, (5) bibliographical list (see instructions below). If deemed necessary the text may contain appendixes after conclusions and before the bibliographical list.

The title page shall contain (in the following order): (1) Title, (2) Author's full name, details of scientific and pedagogical degrees, institutional affiliation, and contact information, including institutional address, phone and e-mail address, (3) Abstract in English (100-250 words), (4) List of keywords (4-7).

## **DOCUMENTATION SYSTEM REQUIREMENTS**

Contributors are requested to follow *Humanities Style* (advisably as regulated by *The Chicago Manual of Style*) for the formatting of references, with the following general instructions and specific rules:

- 1) Full references to works cited shall be provided in documentary footnotes (with the exception of abbreviated references; see instructions below) as well as in a bibliographical list provided at the end of the document.
- 2) Documentary notes are to be listed as footnotes (not endnotes).
- 3) Authors should consider that "[a] footnote ... generally lists the author, title, and facts of publication in that order. Elements are separated by commas; the facts of publication are enclosed in parentheses. Authors' names are presented in standard order (first name first). ... In a bibliography entry the elements are separated by periods rather than by commas; the facts of publication are not enclosed in parentheses; and the first-listed

author's name, according to which the entry is alphabetized in the bibliography, is usually inverted (last name first)" (*The Chicago Manual of Style*, 16<sup>th</sup> edition (Chicago and London: The University of Chicago Press, 2010), p. 661).

4) A bibliographical list shall be provided at the end of the manuscript, generally arranged in alphabetical order and called "BIBLIOGRAPHY".

5) A bibliographical list may be broken into sections. It is advisable to make such a division if the paper includes considerable legal citation (references to legislative acts, statutes, cases, etc.); in this case that section of bibliographical list should be called "LEGAL REFERENCES".

6) The page information in the case of a book or congenerous source is provided at the end of the corresponding footnote reference after the comma.

7) The page information in the case of a journal/newspaper/etc. article is provided at the end of the corresponding footnote reference after the colon.

8) The page information in the case of a book/compendium/etc. article is provided after the title of the article after the colon and before the information on the book/compendium/etc.

9) In a footnote reference the page information to the article as a whole is not provided but in a bibliography entry first and last pages shall be given after the colon in all cases.

10) The titles of legislative acts, cases and other congenerous legislative sources should be provided in italics.

11) Authors should avoid citing an internet source if a legislative act or a case is available in an official print source.

12) Examples of the reference to a legislative act and a case serve only as the recommendation in relationship to other countries apart from Lithuania. Authors should as much as possible abide by the rules of the corresponding country or organization in relation to the citation of these sources, however, country or organization should be evident from the reference; if that is not the case, authors should provide additional information indicating the country or organization in parentheses at the end of the reference (for example: Polish case, Latvian statute, the UN resolution, etc.).

13) The information about the part of a legislative document (as article of statute, etc.) is provided in the end of the corresponding footnote reference after the comma.

14) The information about uniform resource locator (URL) or digital object identifier (DOI) is provided at the end of the corresponding footnote reference or bibliography entry after the double leaning dash. Only one information source – URL or DOI – should be provided with the preference to DOI if both are available. Access date could be provided but it is not necessary.

15) BJLP uses two main tools/identifiers to format subsequent citations: (1) '*supra* note ...' identifier is used to refer to a work cited in the specific note before; in this case, author of the work cited and/or, if not enough/suitable, shortened title information should be provided before the identifier; (2) '*ibid.*' identifier is used to refer to a single

work cited in the note immediately preceding. Page or congruous information could be provided after identifiers if necessary. All other tools for formatting subsequent citations (especially as *op.cit.* or *loc.cit.*) should be avoided.

16) It is strongly advisable to provide English translations of the titles of books, articles, legal documents or other sources, if they are in a language other than English. The translations should be provided in brackets immediately following the title. For example: Carl Schmitt, *Politische Theologie. Vier Kapitel zur Lehre von der Souveränität* (*Political Theology. Four Chapters on the Concept of Sovereignty*), Siebente Auflage (Berlin: Duncker & Humblot, 1996).

## EXAMPLES OF THE MAIN TYPES OF REFERENCES

### *Book*

In note: Carl Schmitt, *Legality and Legitimacy*, trans., ed. Jeffrey Seitzer (Durham & London: Duke University Press, 2004), 28.

In bibliography: Schmitt, Carl. *Legality and Legitimacy*. Translated and edited by Jeffrey Seitzer. Durham & London: Duke University Press, 2004.

### *Article in a journal*

In note: Lon L. Fuller, "Positivism and Fidelity to Law – A Reply to Professor Hart," *Harvard Law Review* 71 (1958): 632.

In bibliography: Fuller, Lon L. "Positivism and Fidelity to Law – A Reply to Professor Hart." *Harvard Law Review* 71 (1958): 630-672.

### *Article in a book/compendium*

In note: Richard Gowan, "The European Security Strategy's Global Objective: Effective Multilateralism": 42; in: Sven Biscop and Jan J. Anderson, eds., *The EU and the European Security Strategy* (London and New York: Routledge, 2008).

In bibliography: Gowan, Richard. "The European Security Strategy's Global Objective: Effective Multilateralism": 42-62. In: Sven Biscop and Jan J. Anderson, eds. *The EU and the European Security Strategy*. London and New York: Routledge, 2008.

### *Article in a journal with DOI*

In note: Geoffrey Pridham and Evald Mikkil, "Clinching the 'Return to Europe': The Referendums on EU Accession in Estonia and Latvia," *West European Politics* Vol. 27, No. 4 (September 2004): 745 // DOI: 10.1080/0140238042000249958.

In bibliography: Pridham, Geoffrey, and Evald Mikkil. "Clinching the 'Return to Europe': The Referendums on EU Accession in Estonia and Latvia." *West European Politics* Vol. 27, No. 4 (September 2004): 716-748 // DOI: 10.1080/0140238042000249958.

#### *Internet source*

In note: UNDP, "Civil Service Training in the Context of Public Administration Reform. A Comparative Study of Selected Countries form Central and Eastern Europe, and the former Soviet Union (1989 to 2003)," (May 2003) // <http://unpan1.un.org/intradoc/groups/public/documents/UNTC/UNPAN017191.pdf>.

In bibliography: UNDP. "Civil Service Training in the Context of Public Administration Reform. A Comparative Study of Selected Countries form Central and Eastern Europe, and the former Soviet Union (1989 to 2003)." (May 2003) // <http://unpan1.un.org/intradoc/groups/public/documents/UNTC/UNPAN017191.pdf>.

#### *Legislative act*

In note: *Law on Higher Education of the Republic of Lithuania*, Official Gazette (2000, no. 27-715), art. 14, sec. 3.

In bibliography: *Law on Higher Education of the Republic of Lithuania*. Official Gazette, 2000, no. 27-715.

#### *Case*

In note: *State v A.K.*, Supreme Court of the Republic of Lithuania (1995, no. 2K-257).

In bibliography: *State v A.K.* Supreme Court of the Republic of Lithuania, 1995, no. 2K-257.

#### *Subsequent citations*

Footnotes:

1. ...

2. ...

3. Benedict de Spinoza, *Theological-Political Treatise*, ed. Jonathan Israel, trans. Michael Silverthorne and Jonathan Israel (Cambridge: Cambridge University Press, 2007), 204.

4. *Ibid.*, 209.

5. ...

6. ...

7. Benedict de Spinoza, *supra* note 3, 184.