



Centre on Migration, Policy and Society Working Papers Guidelines on submitting a manuscript

Submission

- All submissions must be electronic (including diagrams and pictures)
- They should be sent to: emma.newcombe@compas.ox.ac.uk

Introductory Information

- The authors contact details - address and email - will be shown on the title page
- Submissions must include an abstract of no more than 200 words and 5-10 keywords
- Details about the background of the paper, if appropriate, (such as where the paper has been given) should be given in the first endnote.
- The following statement will be shown on the title page – 'COMPAS does not have a centre view and does not aim to present one. The views expressed in this document are only those of it's independent author.'

Format

- The font should be Verdana, 11pt and text should be 1 and ½ spaced
- 3 levels of headings maximum:
 - First, should be bold, left aligned, 12pt.**
 - Second, Bold and italic, left aligned, 11pt.***
 - Third, italic, left aligned, 11pt.*

Referencing and Footnotes

- The bibliography should be given in full. The style is not set, but must be consistent.
- Footnotes should be made into endnotes, at the end of the text – not after references.
- Where possible automated referencing systems should not be used.
- Authors should highlight active links in document.