

Style Sheet for *World Politics*
Citations and Figures
(revised October 2009)

The review process is triple-blind, based on the anonymity of the author and the confidentiality of the readers' reports; in addition, the editors make their decision about submissions without knowing the author's identity. Authors are therefore asked to remove all first-person self-references from the manuscript.

I. CITATIONS

Notes should be numbered consecutively and should follow the text; they will appear as footnotes in the journal; and a reference list should be included. Acknowledgments should be indicated by an asterisk following the author's name on the title page; they should *not* be indicated by a numbered note. Tables and figures should be placed after the notes.

General Principle: *World Politics* uses the author/date citation format in footnotes and a reference list at the end of the article. As we seek to preserve a smooth-reading text, we ask that dates *not* be used in the body of the text. Thus, for example, a text reference to Arendt should be footnoted as Arendt 1973, 45. For abbreviations of states, we prefer the traditional form, rather than the two-letter, no-period abbreviations used by the U.S. Postal Service see *The Chicago Manual of Style*, 15th ed., sec. 15.29. Substantive notes may be used as well. For punctuation and abbreviations, see the examples below. References should be set hanging style; multiple books and articles by the same author should use 3-M dashes for the second and subsequent citations, and all of the same author's works should be set in chronological order, from earlier to later, regardless of whether book, article, or chapter.

Note to Authors of Review Articles: All books under review should be listed in alphabetical order at the beginning of the article with complete bibliographical information, ordered and punctuated as follows: Anthony W. Marx. 2003. *Faith in National: Exclusionary Origins of Nationalism*. New York: Oxford University Press, 258 pp. For books in foreign languages, see *Sources in foreign languages* below. Page references to the books under review should be incorporated in the text in parentheses, following quotation marks and preceding other punctuation; i.e., (p. 451), or for clarity (Almond, 60). In an extract, the reference follows the closing punctuation.

References: please note punctuation in the examples; we also prefer that first names be provided for authors and editors, unless those individuals go by initials instead.

For foreign titles: translate the titles of foreign-language books. Enclose translated title in square brackets and place immediately following original title; set in roman type, not italics, and capitalize as per standard title (headline style). Do not translate the titles of articles, essays, or periodicals.

Books

Complete book (list all authors rather than et al.)

Bartels, Larry. 2008. *Unequal Democracy: The Political Economy of the New Gilded Age*. Princeton: Princeton University Press.

Ebbinghaus, Bernhard, and Jelle Visser. 2000. *Trade Unions in Western Europe since 1945*. London: MacMillan Press.

Chapter in an edited book

Svensson, Lars. 2004. "A Story of Equalisation: Female and Male Wages in Sweden 1920–1995." In Christer Lundh, Jonas Olofsson, Lennart Schon, and Lars Svensson, eds., *Wage Formation, Labour Market Institutions and Economic Transformation in Sweden 1860–2000*. Stockholm: Almqvist and Wiksell.

Multiple works by a single author and by same author with coauthors: single-author and single-editor works (books and articles) come first in chronological order; multiauthored works follow, alphabetized according to second author.

Hafner-Burton, Emilie M. 2005a. "Right or Robust? The Sensitive Nature of Political Repression in an Era of Globalization." *Journal of Peace Research* 42, no. 6: 679–98.

———. 2005b. "Trading Human Rights: How Preferential Trade Arrangements Influence Government Repression." *International Organization* 59, no. 3: 593–629.

———. 2008. "Sticks and Stones: The Efficacy of Human Rights 'Naming and Shaming.'" *International Organization* 62, no. 4.

———. 2009. *Forced to Be Good: Why Trade Agreements Boost Human Rights*. Ithaca, N.Y.: Cornell University Press.

Hafner-Burton, Emilie, and Kiyoteru Tsutsui. 2005. "Human Rights in a Globalizing World: The Paradox of Empty Promises." *American Journal of Sociology* 110, no. 5: 1373–1411.

Edited books

Risse, Thomas, Stephen C. Ropp, and Kathryn Sikkink, eds. 1999. *The Power of Human Rights: International Norms and Domestic Change*. New York: Cambridge University Press.

Book with an editor or translator

Badie, Bertrand, and Pierre Birnbaum. 1983. *The Sociology of the State*. Trans. Arthur Goldhammer. Chicago: University of Chicago Press.

Edition

Anderson, Benedict. 1991. *Imagined Communities*, 2nd ed. London: Verso.

Volume of a multivolume set

Crossman, Richard. 1977. *The Diaries of a Cabinet Minister*, vol. 3, *Secretary of State for Social Services, 1968–70*. London: Hamilton.

or

Divine, Robert. 1974. *Foreign Policy and U.S. Presidential Elections, 1940–1948*, vol. 1. New York: New Viewpoints.

Journal articles

- Fearon, James D. 1991. "Counterfactuals and Hypothesis Testing in Political Science." *World Politics* 43, no. 2 (January): 169–95.
- Carroza, Paolo G. 2003. "From Conquest to Constitutions: Retrieving a Latin American Tradition of the Idea of Human Rights." *Human Rights Quarterly* 25, no. 2: 281–313.

Newspaper and Magazine Articles

- Wolf, Martin. 2008a. "Why Financial Regulation Is Both Difficult and Essential," *Financial Times*. April 16: 11.
- . 2008b. "Seven Habits that Finance Regulators Must Acquire." *Financial Times*. May 7: 11.

When there is no author given, cite under the name of journal in chronological order

- Economist*. 2008b. "Global Finance: Lifelines." October 11: 33.
- Wall Street Journal*. 2008a. "Mortgage Fallout Exposes Holes in New Bank-Risk Rules." March 4: A1.
- . 2008b. "SEC Aims to Rein in the Role of Ratings." June 24: C1.
- . 2008c. "EU to Push Global Oversight of Top Financial Firms." October 16: A5.
- . 2008d. "IMF Regains Some Global Clout: Once-Scorned Lender Fashions Rescue Packages for Those with No Alternatives." October 23: A13.

Manuscripts

- European Commission. 2004. "The Social Situation in the European Union." Manuscript, Brussels.
- Crawford, Timothy W. 2008a. "Wedge Strategies in Power Politics." Manuscript, Boston College: 42.
- Golden, Miriam, and Michael Wallerstein. 2006. "Domestic and International Causes for the Rise of Pay Inequality: Post-Industrialism, Globalization, and Labor Market Institutions." Manuscript, UCLA.

Occasional papers, working papers, monographs

Note that working paper titles are set in quotation marks, not italics.

- Borneman, John, ed. 2004. *The Case of Ariel Sharon and the Fate of Universal Jurisdiction*. Princeton Institute for International and Regional Studies Monograph Series no. 2. Princeton: PIIRS.
- McDermott, Roger. 2007. *The Rising Dragon: "SCO Peace Mission 2007."* Occasional Papers. Washington, D.C.: Jamestown Foundation: 24.
- Rajan, Raghuram G., and Arvind Subramanian. 2005. "Aid and Growth: What Does the Cross Country Evidence Really Show?" IMF Working Paper WP/105/27. Washington, D.C.: International Monetary Fund.

Weinstein, Jeremy M. 2005. "Autonomous Recovery and International Intervention in Comparative Perspective." Working Paper no. 57. Washington, D.C.: Center for Global Development.

Dissertations

Brahm, Eric. 2006. "Truth and Consequences: The Impact of Truth Commissions in Transitional Societies." Ph.D. diss., University of Colorado at Boulder.

Conference papers

Fearon, James. 1992. "War, Relative Power, and Private Information." Paper presented at the annual meeting of the International Studies Association, Atlanta, March 31–April 4.

Internet references

Honaker, James, Gary King, and Matthew Blackwell. 2007. *Amelia II: A Program for Missing Data*, at <http://gking.harvard.edu/amelia/>. Accessed June 12, 2008.

Interviews

Interviewee. Year. Interviewed by Name. Philadelphia, Pa., May 16

Law journals

Format as per journal articles.

II. FIGURES

Save files for figures and tables separately from text files. Do not embed/paste them into the Word text file. This worst case, which should be avoided, is a Microsoft Word file with images embedded in the text. The embedding is simply a quick low-resolution representation that leaves us without 90 percent of the detail of the original.

For figures, use TIFF format wherever possible. These are flexible, cross-platform image file-types, similar to JPGs but with more reliable data retention. It's one of many options usually available when you create an image and select "save as ..." PDF format is acceptable, but all PDF files will be converted to TIFF format.

Software: Adobe Illustrator or Photoshop are best and both can save to TIFF format. Or save as Excel charts or bitmapped, eps files with 1200 dpi. Keep the layers so they can be edited. Do not compress the files.

Figure number and title should be placed under the figure.

Keep the image within the size range that works with the size of the journal and keep it simple.

Regarding color: do not use color; use only black, white, grays.

Bar graphs should fill the bars with dot screens, not cross-hatching or patterns. Screen are different percentages of black that will print as very small dots to show a flat gray. If it is necessary to differentiate the bars, use 20 percent, 45 percent, or 70 percent black screens. To indicate more variation, you can also use black and all white fills.

Type should be no larger than 10 pt. generally. For clarity, limit the number of fonts (times roman or Helvetica works well), types sizes, and line widths. Line weight no less than .5 point. 1–2 pt. works well; heavier widths can be distracting.

The following software should not be used: freehand, CorelDraw, art saved as Powerpoint, Visio, and Word Perfect. And again, do not paste them into the Microsoft Word document.