

Laas Geel Briefing Submission Guidelines

Briefing profile

Laas Geel Briefing is a platform and channel intended to convey the key findings and political takeaways of any research conducted by the Institute to the practitioners, policy and decision-making of the country, the region, and beyond.

Submission requirements and reference

This guideline is designed to assist authors to prepare and write an academic policy briefing in an appropriate scholarly style. The briefing should be arranged in the following sequence:

1. Title: the author should select a title that communicates the contents of the paper and is memorable.
2. Executive Summary: this section summarizes an overview of the briefing, and the policies needed to implement it.
3. Context or the scope of the problem: this part is connected to the literature review of the briefing and is the bridge that connects the title with the major findings of the briefing and its conclusion. This section should explain the importance of the briefing and the problem under scrutiny and aims to convince the reader why this policy briefing is worth reading.
4. Major findings or results: this section contains the most detailed explanation of the major findings and what steps to be taken to address the gaps identified.
5. Reference format (both in-text citation and reference): this section contains the reliable sources that you have used throughout the writing process of the briefing. The writing format of the reference including in-text citation should be the American Psychological Association (APA). Citations and references are meant to provide a 'clear trail' so that the reader can identify the information and ideas you have used as well as verify the sources if need to.

In addition, the author should adhere to the following requirements:

1. Word limits: the briefing should be submitted not less than 3,000 words in length (including references) and a maximum of 3,500 words.
2. Spacing and alignment: the text should be justified and make sure that spacing on all pages is consistent.
3. Font size and name: Use Lato with font size 11 and must be consistent throughout the paper including the title.
4. The briefing must be typewritten on A4 metric size paper. Space between paragraphs should be single-space.
5. Manuscripts should be submitted in Microsoft Word format.
6. The briefing must be original and has not been published elsewhere.

7. Footnotes/endnotes, references/bibliographical entries, long quoted passages and items in lists and tables may be single-spaced.

Persistent Identifiers

The Briefing ISSNs are as follows:

- o Print 3079-4978
- o Online 3079-4986

Where to send papers

Articles must be submitted to briefing@laasgeel.org.

Whom to be contacted

If you need further information and support, please email to the Editor, Nasir M. Ali at nasir.ali@laasgeel.org.

Please note

Please note that the Institute accepts submissions each month.