

## PUBLICATION STANDARDS

Those persons interested in publishing articles in the *JADO Review of the Basque Academy of Law / Zuzenbidearen Euskal Akademiaren Aldizkaria* magazine must take into account the following points when drafting the original:

1. The articles must be original and unpublished. They should be addressed to the editor of the magazine and must be submitted by email to the following address: [secretaria@avd-zea.com](mailto:secretaria@avd-zea.com).

2. The recommended article length is, in the case of field studies that of 10-25 A4 pages (that is, approx. 21,500-56,000 characters), 1.5 spacing between lines, on electronic format, preferably in Word or Revisable Form Text. In the case of explanatory notes, 5- 10 A4 pages (that is, approx. a maximum of 21,500 characters), 1.5 spacing between lines, on electronic format, preferably in Word or Revisable Form Text.

3. The submission deadlines of original papers customarily ends on:
- 31 March, for the issue published in May;
  - 30 June, for the issue published in September;
  - and 30 October, for the issue published in December.

The articles will be published, preferably in Spanish and Basque that is, notwithstanding the publication of special and extraordinary issues, whose frequency is adapted to the corresponding tender.

4. The authors should indicate the manuscript title, name and surnames, and the job title or profession with which they wish to be identified by in the heading of the article.

5. It is necessary that authors furnish with the manuscript sufficient information so that the JADO magazine may get into touch with them quickly (address, telephone numbers and email)

6. The JADO magazine includes an abstract of all manuscripts published in the field studies section, which must be drafted by the authors and submitted at the same time as the manuscript. The maximum length of the abstract is 1,000 characters (that is, approximately half an A4 page, 1.5 spacing between lines). It must also include a list of key words or subject descriptors (max. 5).

7. The texts are preceded by a brief summary of the different sections which the article is structured.

8. The use of footnotes is recommended so that the readers of the manuscripts may locate the sources of the statements made or to broaden the scope of the field study of a specific point of the article.

9. The inclusion of a final bibliography is recommended, where the sources used in the drafting of the manuscript or those that are considered as references concerning the subject matter of the manuscript are compiled.

10. It is necessary that the authors organise manuscript contents with an introduction defining the purpose, and a chronology which includes the information and arguments that the author considers appropriate to do so and a conclusion that proffers a proposal, an assessment or a final deliberation.

11. The use of the following system in terms of the aforementioned bibliography is recommended:

Surnames, Name, «Article title», *Magazine or Book title* (if the title of the magazine is an acronym, it must not be written in italics), volume no., city of publication, publisher, year of publication, affected pages.

12. The citing of laws should follow the following model (or the usual model of citation in each legal framework):

Ex.: Law 1 /1998, of 7 January, on Political Linguistics.

Ad.: Hizkuntza Politikari buruzko urtarrilaren 7ko 1/1998 Legea.

13. The acronyms should be written without dots, e.g. LPL. The first reference to an acronym that appears in an article even if it is a little known acronym should always be written in full, followed by the abbreviation in parentheses after that first full reference,

14. The JADO magazine publishes the texts in the original languages, if it deals with articles written in Spanish or Basque. Likewise, texts in French or English are accepted. Words, phrases and quotations which appear in a different language to that of the text should be written in italics.

Copies of the magazine are available to the public, in digital format at the following address: <http://www.avd-zea.com>.

15. The author or authors of the text assign to the Academy the exclusive reproduction rights of the published articles, including CD-ROMs, on the Internet or by any other IT medium, as well as its inclusion into databases. The published texts will be paid an amount that is set by the Academy and each author will receive five copies of the Magazine.

16. The Publishing Committee will decide which papers are published on the basis of an evaluation system that in the case of studies shall be a blind evaluation carried out by external reviewers who are unaware of the identity of the author or authors. The evaluation shall take into account the following criteria: quality and precision of the arguments raised; the timeliness and relevance of the article; and the creativity, methodology, proposals and contributions.

Authors will be notified of the decision with regards to publication (where appropriate, subject to the introduction of changes with respect to the original version) or otherwise of the papers submitted, within a period of less than 6 months.

The papers will be published as “Field Studies” or as “Explanatory notes” according to its nature and length. The authors of the texts accepted for publication may be required to correct the printing proofs, which must be returned within 10 days. Submitted originals that are rejected as not suitable for publication will not be returned to the author, nor will correspondence be entered into with same.