

# **The Political Economy of Communication**

## **Guidelines for Authors**

### **Title page**

On the title page please include:

- Title of article or commentary
- Your full name and institution name as you would like it to appear in the journal
- Email address and phone number
- A short biography consisting of no more than 100 words
- Up to six keywords that can be used to identify your submission on databases or search engines

### **Abstract**

Your abstract should be no longer than 300 words and should concisely describe the content and scope of your article, identify the article's objective, its methodology and its findings, conclusions, or intended results.

### **Word limits**

Commentaries: 2,000–4,000 words (excluding references)

Articles: 5,000–12,000 words (excluding references)

### **Font**

Please use Times New Roman 12pt font for all text.

### **Line spacing**

Please ensure that double-line spacing is used throughout your submission.

### **Headings**

Level 1 heading: Bold, centered

Level 2 heading: Bold, left aligned

Level 3 heading: Bold, Italics, left aligned

Level 4 heading: Italics, left aligned

Please capitalize the first word of each heading and any proper nouns. All other words should be lower case.

### **Spelling**

Please use British **or** US English spelling for all submissions.

## **Paper**

Please set your paper size to A4 (21.0 x 29.7cm / 8.27 x 11.69 inches).

## **Margins**

Please use the following margins for your submission:

Top: 2.54cm (1 inch)

Bottom: 2.54cm (1 inch)

Left: 3.8cm (1.5 inch)

Right: 2.54cm (1 inch)

## **Figures, Tables, Photos**

Please caption each figure, table, or photo sequentially. Use the following notation:

Figure x. Name of the figure

Captions should follow the same capitalization rules as headings.

## **Images**

All images should be supplied as either JPG or TIF files.

## **Quoting others work**

When directly quoting another's work, please encapsulate the verbatim text with double quotations. For quotations over 40 words in length, please place it in a freestanding block of text with an indent of 2.54 cm (1 inch).

## **Page numbers**

Please number pages sequentially using Arabic numerals. Page numbers should be positioned in the bottom right hand corner.

## **Endnotes**

For any supplementary information, please place an Arabic numeral surrounded by square brackets where the information should be included e.g., [1]. Place the associated note at the end of your document next to the corresponding number.

Please **DO NOT** use your word processor's endnote function.

## Referencing

The Journal of Political Economy of Communication uses a Harvard-style referencing system as described below:

### *For in-text citations:*

- All references in the text and notes must be specified by the authors' last names and year of publication together with page numbers if given.
- Where an author is cited repeatedly, repeat the author/year citation rather than using *ibid.*, *op. cit.*, and so forth.
- If 'et al.' is used in textual citations, do not italicise.
- If the author's name is in the text, follow with year in parentheses: As Hall (1977) has argued.
- If author's name is not in the text, insert last name, comma and year: (Jennings, 2003).
- For direct quotations or page-specific references cite the page number after the year, separated by a colon: (Smythe, 1988: 20–21). For online articles with no page numeration, please indicate paragraph: (Smythe, 2010: para. 6).
- Where there are two authors, give both names, joined by 'and'; if three or more authors, use et al.: (Perez et al., 2012; Wilson and Hall, 2010).
- If there is more than one reference to the same author and year, insert a, b, etc. in both the text and the list: (Hall, 2004a, 2004b).
- For a series of references in parentheses, separate authors by semicolons and order alphabetically by author names: (Albert, 2007; Bell, 2004, 2005; Coppell, 2010; Davidson, 2003).
- For names containing de, van, von etc., when cited in the main text without the first name, use capitals for De, Van, Von, (e.g. Van Dijk, 1999).
- If two or more references by the same author are cited together, separate the dates with a comma, and cite the earliest publication first (Wilson, 1984, 1999, 2001).
- Enclose within the parentheses any brief phrase associated with the reference: (also compare with Jennings, 2004: 23).
- For an institutional authorship cite the shortest name of the institution where practical. (e.g. Ministry of Culture, 2008, not Chair of the Central Planning Sub-Committee of the Ministry for Culture, 2008).
- Where articles do not have a named author, cite the name of the magazine, journal, newspaper or sponsoring organization, not the title of the article: (e.g. Media Weekly, 2004).
- Include in-text citations from personal communications but do not include these in the reference list: (Robert Foss, 2011, personal communication).

***For reference list citations:***

- Reference author's surname and initials without spaces or full points.
- For works with multiple authors, include up to three authors' names and then use 'et al.' for subsequent authors.
- Ensure the list is in alphabetical order (list McDonald immediately after Macdonald).
- Names should be in upper and lower case.
- Where several references have the same author(s), do not use ditto marks or dashes; the name must be repeated each time.
- For names containing De, Van, Von, etc. should be listed under D and V respectively. i.e. Van Raab, not Raab V.
- Names containing Jr or II should be listed as follows: Vernon, CJ Jr (1995); Kent, R II (2012).
- Where the first-named author is the same as subsequent references: Put single-author references in chronological order, earliest publication first; Put multiple author references in alphabetical order according to the second author's name, then third author's name. If more than one entry has the same date, place in alphabetical order of second (or third) author, and add a/b/c to the date:
  - Wilson J (2003)
  - Wilson TR and Hall P (2003)
  - Wilson W (2002)
  - Wilson W (2003a)
  - Wilson W (2003b)
  - Wilson W and Jones M (2003)
  - Wilson W, Russell J and Jacobs T (2003a)
  - Wilson W, Jacobs T and Nixon S (2003b)
- For journals/periodicals ensure the following information is included: volume, issue, page numbers, publisher, place of publication.
- Where et al. is used in reference lists, do not italicise.

## Reference style examples

### **Book**

Apple MW (2006) *Educating the Right Way: Markets, Standards, God and Inequality*, 2nd edn. New York: Routledge.

Palmer JM and Hockney T (2011) *Print Media Economics*. London: Nexus Publishers.

### **Book chapter**

Chan L (2010) Cultural policy and television in China. In: Lee H and Xiang EB (eds) *Media Policy in Asia*. Singapore: Progress Publishing, pp. 26–52.

### **Edited book**

Chatterjee AK and Sorensen D (eds) 2008, *Developments in Global Cinema*. London: Middlemore Publishing.

### **Journal article**

Andén-Papadopoulos K (2014) Citizen camera-witnessing: crisis testimony in the age of ‘mediated mass self-communication’. *New Media & Society* 16(5): 753–769.

### **Journal article prior to print publication**

Sissoko H (2013) Social media and online journalism. *Journal of Online Media*, publication ahead of print, 12 June 2013. DOI: 10.1177/095443271167955.

### **Website**

Ministry of Culture (2002) Film funding policy - challenges and successes. Available at: [www.moc.govt.nz/filmpolicy/2002.pdf](http://www.moc.govt.nz/filmpolicy/2002.pdf) (accessed 10 July 2010).

### **Thesis/dissertation**

Lee K (2001) *The Politics of Social Media*. PhD Thesis, Gilbert University, USA.

### **Newspaper/magazine**

Gilbert JL (2006) Taxation reforms and the new right. *The Daily Herald*, 21 May, p. 10.

### **Conference article**

Morales P (2010) Changing media politics in South America. Paper presented to *the International Media Politics Conference*, Sao Paulo, Brazil, 23–24 September.

### **Blog**

Perez ML (2006) Why Wikileaks is a game-changer. In: *MLP's Media Blog*. Available at: [www.blogspot.com/mlperez\\_media](http://www.blogspot.com/mlperez_media) (accessed 20 August 2011).

### **Report**

Volker S (2009) *Monetary Policy After the Credit Crunch*. Report, Federal Reserve, New York, July.