



Strathmore University

Law School

**THE STRATHMORE LAW
REVIEW
EDITORIAL POLICY AND
STYLE GUIDE**

Submissions to the Strathmore Law Review

The Strathmore Law Review is an annual peer-reviewed, student-edited academic law journal published by the Strathmore Law School in conjunction with the Strathmore University Press. The Review considers submissions from students currently enrolled at any level of any Law program in the world. Submissions may be on any aspect of the Law in relation to Philosophy, Public Policy, Governance and Economics. The preferred context of the submissions is the African continent.

The following works may be submitted:

- I. **Articles:** A comprehensive and thorough analysis of issues related to the theme of the Journal. To qualify as an article, a submission must be between 7,000 and 10,000 words.
- II. **Case Comments:** An academic writing that analyses or is a critique of a recent case. There is no minimum word limit but the maximum word limit for such case comments is 4,000 words.
- III. **Legislative and Policy Commentaries:** An academic writing that analyses any recent or contemporary policy or legislative development or those in need of review. The maximum word limit for these commentaries is 4,000 words.
- IV. **Any Other Submissions:** The Law review also invites other original works related to the law and legal industry. Examples may be normative law articles, essays on the legal profession, legal education or legal research and writing itself.

Instructions to Note

- I. All submissions must be accompanied with an Abstract of no more than 200 words, detailing the general arguments and ideas contained in the essay.
- II. All word limits are inclusive of footnotes.
- III. The Strathmore Law Review publishes only exclusive submissions. For that reason, the work being submitted should not have been submitted for publishing or published in any other forum.
- IV. The Strathmore Law Review is committed to a culture of open access and as such, all published pieces will be available for free online.
- V. Attached to the essay manuscript should be a copy of the Author's Information and

Declaration of Originality Form appropriately filled.

- VI. The Strathmore Law Review is committed to a strict policy of ZERO PLAGIARISM. In case of any gross plagiarism found in the contents of submitted manuscript, the manuscript will be subject to rejection.

What Are We Looking for in a Submission?

The Editorial Board generally encourages submissions that adhere to the following guidelines:

- I. Creative and original—the author must approach his/ her topic in a way that is new or different from others writing on the same subject. The submission should not simply summarise history or literature in an area. Rather, authors should present a different and/or new perspective.
- II. Narrow and well defined topics rather than those that are excessively broad—the author’s topic should focus on one specific and well-defined idea or concept in depth rather than attempt to tackle multiple issues.
- III. Clarity—the article should be clear and straightforward in a way that allows a prospective reader to discern the topic. Simple language is preferred, but there shall be no penalties for flowery language provided that the essay communicates. Unnecessary and excessive legal jargon and confusing, long-winded sentences should also be avoided.
- IV. The submission should adhere to the Strathmore Simplified Legal Citation (SLASLEC) and the Strathmore Law Review Editorial Policy and Style Guidelines while other works referred to should be well-cited. Authors should also meticulously edit submissions to ensure they completely adhere to the above standards.
- V. Proper form, structure and organization—good submissions have a logical flow and are well structured to build the author’s idea and argument from one section to the next. For instance, proper use of headings where necessary to indicate different ideas.
- VI. Address all the issues the author promises to—authors should follow through with what is set out in the introduction to their essay.

A. Structure and Format

All submissions must be in Times New Romans, Font Size 12, Line Spacing 1.5 and Justified Alignment. All footnotes should be in Times New Roman, Font Size 10, Line Spacing 1.0, and Left Aligned. All footnotes must also conform to the Strathmore Law Simplified Legal Citation (SLASLEC) Style.

B. Capitalization

Capitalize all words in titles except articles, coordinating conjunctions and prepositions fewer than five letters (a, an, the, at, by, for, in, of, on, to, up, and, as, but, or, nor).

Lower case should be used whenever anything is used as a generic term and as is not a proper noun.

Generic Term	Proper Noun (specific reference)
the government did not respond	the Government of Kenya
the company's directors were able to	the Director of Internal Affairs Unit
the president or minister shall; president Uhuru Kenyatta; the ministry is not responsible	the Minister for Foreign Affairs, the President of Kenya, the Department of Trade and Industry
most constitutions do not;	the Constitution of Kenya (when referring, capitalise with or without 'of Kenya')
the court ruled in favour of	the Supreme Court of Appeal

The titles of treaties, acts, agreements, declarations, resolutions, conventions, charters and protocols should be capitalized. Abbreviations should then be put in brackets after which the abbreviation is to be used for the duration of the work.

C. Foreign Words and Phrases

They should be italicised. Such words that have been generally accepted in English should, however, not be italicised. Examples include *inter alia*, *status quo*, *et cetera*, *per se*, etc. Do not put foreign words in quotes.

D. Emphasis

All emphasis in the text should be in *italics*, NOT bold, NOT underlined.

E. Headings

I. Heading One (Bold, Capitalised Roman Numeral, Font 14) NO full stop

i. Heading Two (Italics, lower case Roman numeral, font 13) NO full stop

a. Heading Three (Italics, lower case Roman alphabet, font 12) NO full stop

F. Listing

To list, use lower case roman numerals with brackets: i) ii) iii)

Do NOT use bullets.

G. Quotations

All quotations marks should be single marks. Where a quotation from a text is three sentences or less it is quoted in the same line with single quotation marks. Where it is more than three sentences long, the quote should be indented in a separate paragraph.

H. Language

Use British English ('-ise' and NOT '-ize').

I. Numbers

Numbers up to and including ten (10) should be represented in words and not figures—'three people, three things'—in text. Figures should be used when writing all numbers in footnote text.

J. Dates

Dates should be written as '23 April 2010' NOT 23RD April 2010 or April 23rd 2010.

K. Symbols

Symbols should be used sparingly and instead their meaning should be spelled out where possible. For instance, 120 million US dollars NOT \$120 million and 20 per cent NOT 20%.

L. General

Gender-neutral language is encouraged. This can be achieved by using the plural or by avoiding use of a gender-specific pronoun. If this is not appropriate, use either 'he' or 'she' throughout the entire work without alternating. You may use 'he or she' but not 'he/she' or '(s) he'.

For any further queries, you can contact the Editorial Board at lawreview@strathmore.edu