

Research and Perspectives on Development Practice: a series of peer-reviewed papers presented by the Department of International Development, Maynooth University.

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Guidelines for Contributors on the Submission of Papers

Research and Perspectives on Development Practice is a series of occasional papers, published bi-annually in an online, free outlet for recent research done within the broad arena that is 'development practice'. The series of papers aim to integrate the theoretical and the practical and be relevant to development practitioners, educators and activists worldwide. Using the platform of **MURAL**, the Maynooth University Research Archive Library, <http://mural.maynoothuniversity.ie/> the papers are connected to an extensive network of global sites and academic repositories. Previous papers in the series can be found by clicking [on this link](#).

Originally established to provide recent graduates of the International Development programmes with an early opportunity to disseminate their work more widely and to contribute to development thinking and practice in a variety of areas, it is now open to all contributors. Many of these papers are drawn from completed dissertations and are designed to present an academic argument that is defended with reference to the primary research undertaken. However, we also welcome submissions of other relevant research recently undertaken.

A Call for Papers will be made twice yearly, i.e. May for submission in June/July, and publication in August/September; in October for submission in December, and publication in February/March.

General overview

The papers should give an outline of the topic, research undertaken and a summary of findings and analysis. Papers should be presented in an original, previously unpublished form, and should be within 3,000 and 5,000 words in length.

Formatting and Style

Papers should be of a good standard of English, and presented in a clear, accessible format, i.e., with terminology not too specialized nor technical. Authors should provide well-structured arguments and demonstrate a clear understanding of the key issues under discussion. Clear referencing is essential, and the author's main arguments should always be strengthened with empirical evidence and/or support from relevant literature. The text should be formatted using Times New Roman Font (12 point), 1.5 line spacing and a margin of 3cm all round. The use of graphs and illustrations should be kept to a minimum.

Citations and Referencing

All citations should follow the formats recommended in the Maynooth University Guide to the Harvard Referencing System. Footnotes should be avoided. A copy of this Guide will be provided on request. Bibliographies should also be formatted in accordance with the conventions outlined in the Guide.

Spelling, Numbering, Percentages

For consistency of style with all papers, authors are requested to employ UK spelling and usage (for example organisation not organization, centre not center) except in the case of proper nouns. In using numbers in a

text, the recommendation is that numbers one to ninety-nine should be spelled out except when referring specifically to data or measurements. Ordinal numbers should be spelled out, e.g. 'thirteenth' or 'twentieth century'. However, it is preferred that decades be referred to numerically rather than colloquially, e.g. the 1990s rather than 'the Nineties'. We propose that a number or year at the start of a sentence should be spelled out, as in 'Five studies were carried out...' or 'Nineteen ninety-four began with a series...' Finally, regarding percentages, we prefer the format 'per cent', not % .

Acronyms, Capitalisation, and Use of Tenses

While it is appropriate for well-known organisations known by acronyms, e.g. WHO, UNICEF, etc., to use these freely within a text, the convention here is for the first mention of the organisation to quote the full name followed by the acronym in brackets, e.g. World Health Organisation (WHO). Another convention is not to use full stops in acronyms, i.e. UK not U.K., USA not U.S.A. When a term is used frequently within a text, it is appropriate to use an acronym, for the sake of brevity. For example: development education (DE); non-governmental organisations (NGOs). It is recommended that the use of capitalisation is kept to a minimum. Exceptions include the use of proper nouns and recognised curricular subjects: the global North/South, East, West; North America, Western Europe, South East Asia; Geography, Politics, etc. We recommend that authors maintain a consistent use of a verb tense, e.g. either the past or the present tense, throughout the paper.

Submission Procedure

Papers should be submitted in electronic format to Paddy Reilly at paddy.reilly@mu.ie and cc. to internationaldevelopment@mu.ie All submissions should be accompanied by an abstract (150 words max.) summarising the main arguments and conclusions of the paper. A separate title page should also accompany the paper, with the title of the paper and the names, affiliations, brief biographical details and full contact details of the author. Please note that the titles of papers should be brief, i.e., they should not exceed ten words.

Review process

Papers will be reviewed anonymously by an Editorial Review panel, which will recommend which papers can be published. Contributors may be asked to revise early drafts of papers submitted prior to publication. The editors reserve the right to make amendments to articles prior to publication, following agreement on such with authors.

Final Submission Checklist

Each paper should contain:

- A title
- The author's name
- An abstract (150 words)
- short biographical details of the author. i.e. briefly describing the author's background, occupation, organisation (if applicable), and research and interests
- The author's address and contact details, including email. The author should indicate which of these details, he/she wishes to be published. (A recent practice has been to print an email address only.)
- A full bibliography of all sources cited in alphabetical order.

Any queries regarding submission of a paper can be made to Paddy Reilly at the address cited above.
