



Young Diplomat Review

(General) Style Guide

About our Magazine

The Young Diplomat Review (YDR) is dedicated to encouraging students and young professionals to write creative pieces of articles in the field of international relations. Our Magazine features online content, and it is open to submissions from people from all around the world. For more information please visit our website www.youngdiplomat.org/review.

Article Format

We look for articles that have a non-academic, yet critical type of style. We expect the pieces to be well-researched, and formal in its writing. The following is a list of different requirements that you need to follow in order to publish an article with the YDR.

Grammar

- Articles should be written in English, here we use British English (colour and not color).
- Before using acronyms, first spell them out and use USA not U.S.A..
- Common foreign terms are allowed.
- Dates: the 3rd of April.
- Numbers should be written out if under 10.
- No ampersands (example: &) unless part of name.
- Currencies spelled out.
- No contractions, single space after periods, use the Oxford comma.
- Active writing style.
- When using quotation marks punctuation goes within the quote. Example: "The SNS Party in Serbia was considering opening talks with Kosovo officials." (not ".). However there are exceptions, for instance: Did sara say "I will never speak to Jelena again"? Here the question mark is outside the quote as the quote itself is not a question.
- No block quotations are used, instead use quotation marks.
- No popular use of language. Example: "super important" "extremely bad" instead: "important "bad".
- That vs which. "That" is necessary information and uses no commas, example: The countries that are not in the European Union continue to struggle economically. "Which" is not necessary information and is offset by a pair of commas, example: The former Ygoslavia, which is where Jelena's family is from, is currently...
- That vs who. "People that are tall" is wrong, rather use "People who are tall".

Specifically on Capitalisation

- Common nouns are only capitalised if essential to a name. However, common nouns are always lower-case if plural tense. Example: The Democratic Party (here party is capitalised). However, if party is used as in political parties or Democratic and Republican parties, party is not capitalised.

- Seasons are only capitalised if part of an essential name, otherwise they remain lower-case. Example: The Summer Olympics.
- Titles are capitalised if preceding a name, but lower-case if discussed abstractly. Example: President Barack Obama and the chancellor of Germany.

Cultural sensitivity

- Minority groups are respectfully capitalised. Example: Indigenous, Black, Hispanics.
- Be mindful of politically sensitive place names. For example, use Ukraine instead of the Ukraine.
- As we publish non-academic pieces the opinion or personal perspective of the author will come through. Be mindful in which way you use spelling to convey your point, tread carefully and think about how your piece could be offensive to other people.

Style

- The maximum length of an article is 3000 words; there is not a minimum length of the article.
- The writing should be done in Times New Roman, size 12, 1.5 spacing. This will later be adjusted to the house style of the Young Diplomat.
- Articles should be delivered in a word file, including the name, email address, and phone number of the author (s).
- Articles can be written by one author or multiple authors.

Referencing

- The citation style of the article is done by hyperlinks. YDR does not use footnotes. In text this means that for each source the author and publication year is provided after paraphrasing or quoting. You must provide us with the link to the source in order for us to hyperlink it in the online article. Instructions per source:
 - Book: provide a link to the book on the original website of the publisher, if not available provide the best alternative.
 - Scholarly or academic article: provide link to where you downloaded the publication.
 - Journalistic sources (papers, magazines, (news)websites): provide the link to the exact source.
 - Youtube or other video formats: provide the link to the exact source.
 - Other sources: provide the link to the exact source.
- Plagiarism is not tolerated by our review. We reserve our right to reject any article based on plagiarism. Our YDR guideline is that three or more words or any distinct phrase or word unique to another source should be treated as a quotation.

Images

- You are allowed to include images in your pieces, however these need to be copyright free (so you bought the image and own the rights or shot the image yourself).
- Images need to be of high resolution but at a minimum: > 72 dpi (dots per inch)
- Images should be sent separately to the file.
- If no images are sent along with the piece we reserve the right to include fitting images ourselves.

Content

- The framework for the content in the different articles is expressed in our website/open call link: <https://www.youngdiplomat.org/review>. In every edition, the theme of the magazine changes. Keep this into consideration for the submission of the article.
- We look for creative and innovative pieces of writing. We highly encourage you to think outside of the box when writing for our magazine. If your piece does not fit the scope of the magazine, we will contact you for feedback.
- We reserve the right to reject any article based on a poor quality of content.