

Instructions for contributors of the *GRITIM-UPF Working Paper Series*

GRITIM – UPF

Grup de Recerca Interdisciplinari sobre Immigració

Departament de Ciències Polítiques i Socials – Universitat Pompeu Fabra

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Purpose of the *GRITIM-UPF Working Paper Series*

To disseminate academic research work-in-progress that contributes to the European approach on immigration and diversity. The main framework is related to *GRITIM-UPF* three main priorities: multidisciplinary, innovation, and transfer of knowledge. Its contents are related to the following research areas: immigration and governance, immigration and society, immigration and law, economics of migration, immigration and the dynamics of diversity, immigration and communication and immigration and humanities. *GRITIM-UPF Working Papers* will be published at least quarterly.

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- Proposals are always sent to an anonymous and external referee.
- Further information and requests can be addressed to veronica.benet@upf.edu
- You can subscribe to the research group's distribution list, and receive automatically WP and other academic information: www.upf.edu/gritim

Languages

The Series can be published in four languages: English, French, Spanish and Catalan, which is up to the decision of the working-paper giver.

Length

Between 8.000 and 10.000 words including bibliography and notes.

Along with the paper, the author will submit:

An abstract: Maximum 150 words

Keywords: Maximum 5 words

Author's bio-note: 200 words

Photograph (if any): Passport format.

Submission

The paper must be sent via electronic mail at veronica.benet@upf.edu, preferably in Microsoft Word or Open Office. The paper submitted must be original and unpublished. The series is published with a Creative Commons license. www.creativecommons.org

Criteria for submission

In the interest of the overall uniformity required by a periodical publication, the academic committee asks authors to observe the following guidelines:

1. The body of the text will be 1,5 spaced in Times New Roman letter, sized 12. Margins must be justified at both sides, and each paragraph must start with a tab alignment. Sections will be written in bold letters, and sub-sections in italics.
2. Lists can be written by numbers or by dots: 1. 2. 3.
3. **Acronyms and initials:** When acronyms or initials are cited for the first time in the article, include their complete equivalent in parentheses.
4. **Notes:** The note is **not** a bibliographic reference. Please limit the use of notes.
5. **Quotations:** Authors shouldn't abuse of long quotations and these must be between "quotation marks"
6. **Bibliographic references:** Group these alphabetically at the end of the text. In the body of the text, place the reference in parentheses indicating only the cited author's surname and the year of publication: (N. SURNAME, 2001). References will be separated by 1,5 between each other but minimum-spaced within each entry, and sized 10. Examples:

SURNAME, N. (year) *Book title*. City: Editor

SURNAME, N. (year) 'Article Title' *Journal title*, volume (issue); starting page – ending page

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Use *et al.* to cite a work signed by more than two authors.

Use letters (a, b, c, etc.) to refer to citations of different works by the same author published in the same year (N. SURNAME, 1995c).