

All written materials submitted to The Air Force Negotiation Center's *Journal of Military Conflict Transformation* must be unclassified, non-sensitive, and releasable to the public.

Formatting and Length

- Documents must be in Microsoft Word (.doc, or .docx)
- One inch margins on sides, top and bottom.
- Use Times or Times New Roman 12 pt. font.
- Left-justified text and double spaced.
- Use a 1/2" indent for paragraph beginnings, block quotes.
- Adhere to appropriate word counts.
 - Articles: 3,500 – 5,000 words
 - Book Reviews: 500 – 1,000 words
 - Film reviews 750 – 1,500 words

References

References should be complete and formatted in accordance with AU-1, Air University Style and Author Guide.

- Use footnotes within the submission, not endnotes or author-date citations in the body of the article. For advanced clarification, authors may use *The Chicago Manual of Style, 17th Edition*. Articles and other writings which are improperly formatted, or those that contain incomplete footnotes, will be returned to the author for editing.
- Use only one note number at the end of a statement or clause. An endnote may include multiple references separated by semicolons.
- Do not include bibliographies.
- Pattern your endnotes after the following sample citations of (1) book, (2) journal article, and (3) website content references.

Tables and Illustrations

- Ensure all tables, figures, charts, or other graphics (300 dpi required) are either your own original creations or reproduced from non-copyrighted sources. Reproduction of complete graphical units from a copyrighted source requires permission.

Book Reviews/ Film Reviews

BOOK REVIEWS: Brief summary of the book; its strengths or weaknesses; its applicability to the Military; and your recommendations and conclusions. In-text citations are highly discouraged.

Cover Page: 1) Cover Page Title: Book Review of [Book Title]. Author. City, State: Publisher, Year. Number of pages.
2) Reviewer's name and credentials. 3) Two to three sentence bio of the reviewer, including his/her affiliations.

FILM REVIEWS: Film commentary should be between 750-1,500 words using these guidelines: (1) Watch the film at least twice; (2) Express your opinions and support your criticism; (3) Consider your audience; (4) Be descriptive; and (5) Share highlights, surprises, and credits without fully giving away the plot of the film - e.g., a film 'trailer' type style.

Email Submission Requirements

- Email a cover letter or brief statement about your submission and why you wish to be considered for publication to jmct@au.af.edu
- Written materials that follow the formatting and length guidelines, a title (12 words or less), an abstract (50 – 100 words), and the full names, credentials, and affiliations of authors; names should be in the order you wish them to appear in the publication.
- 3 to 5 keywords/search terms
- A statement by the author(s) that ensures the written works are contributed solely to *The Journal of Military Conflict Transformation* for publication.