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 and hanging (bibliography) indents.
- Adhere to appropriate word counts
  - Articles: 5,000 – 15,000 words
  - Commentary/Op-Ed: 1,500 – 3,500 words
  - Book Reviews: 500 – 1,000 words

**References**

References should be complete and formatted in accordance with *AU-1, Air University Style and Author Guide* (pages 139-61).

- 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 writing improperly formatted, or those that contain incomplete footnotes, will be returned to the author for editing, which will only delay the process.
- Use only one note number at the end of a statement or clause. An footnote may include multiple references separated by semicolons.
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