

## KATHMANDU SCHOOL OF LAW REVIEW (KSLR) | INSTRUCTION FOR AUTHORS

The Kathmandu School of Law Review (KSLR) is a bi-annual journal published from Nepal, which aspires to foster a rich academic research culture, both nationally and internationally. It conducts a double-blind peer review of manuscripts and involves a rigorous editing and publication process. KSLR is an initiative of the Kathmandu School of Law (KSL), which brings together some of the most influential academicians from around the world in its advisory board. It aims to promote a culture of legal research and writing.

KSLR believes its volumes have contributed qualitatively to the ever-developing corpus of literature and discourses on contemporary issues. It, simultaneously, seeks to provide a platform to young scholars' enthusiasm and to make their love for learning contagious.

### MANUSCRIPT SUBMISSION GUIDELINE

This document provides authors with details on policy, copyediting, formatting and layout requirements for final manuscript submission to the KLSR. **All submissions must conform to the submission guidelines outlined below. Failure to do so may result in the submission being rejected.**

All manuscripts should be submitted [here](#) (KSLR website) in an electronic version. The journal accepts manuscripts for publication on a rolling basis throughout the year. Submissions made after the lapse of deadline of one issue shall be considered for publication in the next issue.

#### I. Editorial Policy

**Unpublished material:** The manuscripts submitted for publication in KSLR must not be copyrighted, published, or submitted elsewhere, except in abstract form. The corresponding author must ensure that all co-authors approve the submission of manuscript.

**Conflict of interest:** The authors who submit a manuscript bear the responsibility to identify and disclose any kind of conflicts of interest that might bias their work and/or could inappropriately influence her/his best judgment. The publishers assume that no conflict of interest exists if such specific acknowledgement is not provided.

**Declaration of funding:** A declaration of sources of funding must be provided (whenever applicable). Authors must state the full official name of the funding body and specify the grant amount.

**Ethical research:** The authors ensure that their work conform with ethical standards of research.

**Copyright:** The authors agree by signing a Journal Copyright Transfer Form to transfer the copyright to their work to Kathmandu School of Law.

## **II. Copyediting/Language Editing**

All manuscripts must be written in clear and concise English (American English).

During the submission of manuscripts, the authors must be mindful of the following:

- Manuscripts should be submitted in a word (.doc or .docx) file.
- If the content of manuscript includes special characters, equations, formula, etc., then a PDF version of the manuscript should also be submitted along with the word file for reference purposes. This will enable the concerned editors to mitigate any formatting issues present in the word file.
- Please adhere to the following document structure:
  1. Introduction (see below);
  2. Main Body, including References and Tables, Figures, and Graphs (see below); and
  3. Conclusion.

We discourage inclusion of annexes or schedules to the journal articles unless absolutely necessary.

## **III. Journal House-Style<sup>1</sup>**

### **Accepted Manuscripts (Including Length)**

The KSLR publishes double blind peer-reviewed scholarly articles under the following categories:

- i. **Long Manuscripts:** Between 5000 and 8000 words (inclusive of footnotes).
- ii. **Short Manuscripts:** Between 3000 and 5000 words (inclusive of footnotes).

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<sup>1</sup> Please kindly also refer to the Kathmandu School of Law Comprehensive Style to Legal Citation.

- iii. **Case Notes, Legislative Comments and Book Review:** Between 1500-2500 words (inclusive of footnotes).

### **Title and Abstract**

Contributions should include a title which clearly and concisely communicates the intent of the writing. Titles to articles must be centered in bold and written in uppercase.

### **Abstract**

All articles should be accompanied by an abstract of no more than 300 words in 12 point, Garamond, italicized and indented both left and right by 0.25" or 0.5 cm.

### **Name and Autobiographical Note**

Contributors are requested to supply their full name in the format: First/Given Name, Middle Name (can be excluded if unavailable), Surname/Family Name. Autobiographical details should appear as the first footnote of each contribution [as an asterisk (\*)], and include as separate sentences: (i) the contributor's professional qualification(s); (ii) current title and institutional affiliation; and (iii) Acknowledgements (if any) may also be included.

<p><b>TITLE OF ARTICLE: Subtitle of Article</b></p>	<p>Full Name*</p>
<p><b>Abstract</b></p> <p><i>(Text of Abstract)</i></p>	
<p>*XYZ is an Advocate (Nepal); Professor, Faculty of Law, Katmandu School of Law. I wish to thank A, B, and C for comments on an earlier draft.</p>	

### **HEADINGS**

The number of levels of headings should not normally exceed four.

- First-level headings should be centered and typed in all capitals preceded by capitalized roman numerals (Example: I, II, III., and so on).
- Second-level headings should also be centered. Typed with initial capitals for main words only preceded by capital letters (Example: A, B, C, and so on).

- Third-level headings should be in left alignment. Typed with title capitals for the first word and proper names only preceded by Arabic numbering (Example: 1., 2., 3., and so on).
- Fourth-level headings should be also aligned left. Typed with title capitals for the first word and proper names only and italicize. And proceeded by lower-case letters in parentheses (Example: *(a)*, *(b)*, *(c)*, and so on). End with a colon and run into text.

## **TEXT**

- The use of abbreviations and acronyms is permitted provided they are defined within the text the first time they are used (Example: the Kathmandu Journal of Law Review (KSLR) or the Kathmandu School of Law (KSL)). Full stops should not be used in abbreviations.
- It is permissible to use a short author method of citation (for example: As noted by Smith<sup>1</sup>...) with a mandatory footnote reference in the format as prescribed by the Kathmandu School of Law Comprehensive Style to Legal Citation.
- Case titles, any non-English text, and titles of books or movies should be set in italics.
- Titles of articles in the text should be italicized.

## **REFERENCES/ FOOTNOTES**

The KSLR subscribes to the legal citation rules and formats as set out in the KSL Comprehensive Style to Legal Citation.

Citations, references and sources should be fully set out in footnotes to the relevant part of the text (not as endnotes or in-text citations). Footnotes must appear at the bottom of the page on which they are referenced, not at the end of the paper.

## **TABLES, FIGURES & GRAPHS**

### **1. General requirements**

- All illustrations must be of reproduction-ready quality and in PNG, JPG or JPEG format. They will be reduced in size to fit, whenever possible.
- Indicate the approximate placement of each figure. If figures are embedded within the text body of the manuscript, please submit these figures in separate files as well. Any

figures which are not embedded in the text should be referenced in the text and submitted in separate files.

- Only figures (graphs, line drawings, photographs, and so on) should be labeled as ‘figures,’ not tables or equations.
- Tables should appear in the document near where they are referenced in the text.

2. **Line drawings:** Line drawings must be of reproduction-ready quality. Please note that faint shading may be lost upon reproduction. When drawing bar graphs, use patterning instead of grey scales. Lettering of all figures should be uniform in style.

3. **Figure legends:** Provide a short descriptive title in order that each figure self-explanatory on separate pages. Explain all symbols used in the figures. Remember to use the same abbreviations in the whole text body for uniformity.

4. **Permissions:** It is the authors’ responsibility to obtain permission to reproduce original or modified material that has been previously published. Any permissions fees are the responsibility of the author(s).

## **MATHEMATICS AND EQUATIONS**

- Roman letters used in mathematical expressions as variables must be italicized. Roman letters used as part of multi-letter function names should not be italicized. Subscripts and superscripts must be a smaller font size than the main text.
- Ensure that equations are typed or created with a MS Word not randomly types. Mathematical expressions must not be displayed as images.
- Important definitions or concepts can also be set off as display math.
- Number your equations sequentially and insert a blank line before and after each equation.
- When proofing your document, pay particular attention to the rendering of the mathematics, especially symbols and notation drawn from other-than-standard fonts.

## BOOK REVIEWS

Book reviews must start with the topic proceeded by the author/s followed by: Title of book, Author(s)/editor(s), Place of publication: Publisher and Year of publication, ISBN Number and Number of pages.

<b>TOPIC</b>	
	Reviewed by: Author*
<b>Title of the Book:</b>	
<b>Author of the Book:</b>	
<b>Publisher of the Book:</b>	
<b>Publication Date:</b>	
<b>ISBN Number:</b>	
<b>Number of Pages:</b>	
	Brief Background of Author/s
	Text of Book Review
*Designation and affiliation	

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## **CASE COMMENT**

Case Comments must start with topic proceeded by author and citation of the case (as per KSL Comprehensive Style to Legal Citation). The case comment must include but not limited to: Introduction, Background, Analysis and Conclusion

<b>TOPIC</b>	Commented by: Author*
<b>Case Citation:</b>	
<b>Introduction</b>	
<b>Background</b>	
<b>Case Analysis/ Argument</b>	
<b>Conclusion</b>	
*Designation/Affiliation	

## **PROOFS AND OFFPRINTS**

Proofs as well as possible commendation for revision will be sent to the corresponding author via email for final proof reading. The proofs should be checked and any corrections be returned by the date given. Authors should avoid making excessive corrections of non-typographical errors; the publisher reserves the right to charge the authors in such cases.

Authors will receive a hard copy of the published paper free of charge which will be sent to the corresponding author. Paper offprints can be ordered in addition; an offprint order form will accompany the page proofs and should be completed and returned with the corrected proofs immediately.

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