

Guidelines for GLU Working Papers / GURN Discussion Papers

1. The paper should contain maximal 20.000 words. This equals to about 55 pages (table of contents, references, footnotes, tables, graphs, figures etc. are not counted here).
2. The length of the paper's title should be maximal 130 characters (including space characters).
3. At the top of each page the title of the paper will be quoted. If the paper's title (see 2.) is longer than 75 characters (including space characters), a short form of the title is needed (maximal 75 characters; including space characters).
4. The paper should include an abstract with maximal 2.600 characters (including space characters). This is compulsory.
5. The paper should include a biography of the author(s) with maximal 550 characters (including space characters). This is compulsory.

Example:

Patricia Chong has a Masters in Labour Studies from McMaster University and a Masters in Labour Policies and Globalisation from the Global Labour University (2007/8). She has been involved with the Canadian labour movement for more than a decade and spent several years as a union organizer dealing with service sector workers. She remains active as a member of the Canadian Union of Public Employees (CUPE) and the Asian Canadian Labour Alliance (ACLA). Chong currently teaches in the Labour Studies programme at McMaster University.

6. There should be no references to specific page numbers. When formatting the paper, the page numbers will change and the references are not correct any more.
7. The paper should contain a "table of contents".
8. Chapters and subchapters should be numbered numerically in the following form: 1.; 1.1.; 1.2.; 2.; 2.1. etc.
9. The paper should contain an introduction (not compulsory)
10. The paper should contain a conclusion (compulsory)
11. Tables, figures and graphs should be numbered numerically
12. Tables, figures and graphs should only be used in upright format (not in landscape format)
13. The author is solely responsible for correct web-links used in the paper (this includes web-links in footnotes and references).
14. The Harvard (author-date) style should be used for the reference list

Examples:

Scutt, JA 2003a, 'Future access - discrimination and the Disability Discrimination Act', *Access*, vol. 5, no.3, pp. 6-10.

Scutt, JA 2003b, 'Without precedent: sex/gender discrimination in the High Court', *Alternative Law Journal*, vol. 28, no. 2, pp. 74-77.

Sprod, T 1999, 'Philosophy, young people and well-being', *Youth Studies Australia*, vol.18, no. 2, pp. 12-16, [Accessed 18 February 2009], Available from World Wide Web: <<http://www.acys.utas.edu.au/ysa/articles/index.html>>.