



Instructions for Authors

Scope

The *Philippine Political Science Journal (PPSJ)* is an internationally refereed journal and the official publication of the Philippine Political Science Association (PPSA). The *PPSJ* welcomes articles dealing with the politics and international relations of Southeast Asia. Manuscripts may focus on individual countries of the region but comparative articles about the countries in the region and the region as a whole are especially welcome.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behavior for all parties involved in the act of publishing: authors, editors, and reviewers. Authors, editors, and reviewers should thoroughly acquaint themselves with Brill's publication ethics, which may be downloaded here: brill.com/page/ethics/publication-ethics-cope-compliance.

Online Submission

The *PPSJ* accepts only online submission via Editorial Manager (EM) at editorialmanager.com/rpsj. All first-time users of EM must register first. Go to the linked website. Click on the "Register Now" button in the login section and enter the requested information. When you register, you must select e-mail as your preferred method of contact. Upon successful registration, you will receive an e-mail message containing your username and password. Should you have any difficulties registering, please contact the editorial office (details below).

Prior to submission, please make sure to read these "Instructions for Authors." During submission via EM, you will be guided stepwise through the process. Provide any information requested and attach the files for your manuscript. At the very end, click on "Build PDF for Approval." By pressing this last button you confirm that the information you have uploaded is correct and complete and that the system can create a PDF file for editorial use. Note that you will still need to check and approve the PDF in order to actually send the article. Return to the Author Main Menu, view submission, tick the "I agree" checkbox and approve submission to send your files to the editorial office.

All correspondence, including the editor's request for revision and final decision, will be by e-mail.

Double-Anonymous Peer Review

The *PPSJ* uses a double-anonymous peer review system, in which the identities of the author(s) and the reviewers will be concealed to one another. When you submit your manuscript, you will be asked to



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separately upload a title page and an anonymized manuscript file (see below). Anonymize all file names and metadata. The title page should contain information on the author(s) and will be inaccessible to the reviewers. All other files should not contain any information on the author(s).

File Format

Upload only Microsoft Word files (DOC or DOCX).

Contact Information

For questions about the *PPSJ*, submission guidelines, manuscript format, your submission, or any other related matter, please contact the editorial office through the Managing Editor, Mr Edcel John A. Ibarra, at philpolscijournal@gmail.com.

For questions about Editorial Manager, please contact the Brill EM Support Department at support-em@brill.com.

Submission Requirements

The Editor is responsible for the selection and acceptance of articles, but responsibility for the opinions expressed in them rests with the authors.

Language

Manuscripts must be in English. Authors may use British- or American-style English as long as they are consistent throughout. In either case, use the Oxford or serial comma.

Manuscript Length

Manuscripts must comply with the following word limits:

- Articles: 6,000 to 10,000 words
- Review essays: 3,000 to 5,000 words
- Book reviews: 800 to 1,200 words

These counts include all text in the file, from the title to the references, as well as any tables, figure titles and captions, and endnotes.

Manuscript Structure

Manuscripts must be set in Times New Roman, 12 points, and double-spaced throughout with one-inch margins on A4 paper.



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For the title page, make sure it contains the following:

- Title
- Author(s) Name(s) and ORCID iD(s), if available
- Institutional affiliation(s)
- E-mail address(es)
- Abstract (100-150 words only)
- Keywords (three to six only)
- Acknowledgments (thanking people, acknowledging grants, etc.)
- Notes on the contributor(s) (one paragraph per author)

Title: Subtitle (Centered, Bold, and Title Case)

Name of Author 1 (Centered, Italic) | ORCID: 0000-0000-0000-0000

Position Title, Department or Division (Centered),

Institution, City, Country (Centered)

Email Address of Author 1 (Centered, Italic)

Name of Author 2

Professional Title, Department or Division,

Institution, City, Country

Email Address of Author 2

Abstract [Left-Aligned, Bold]

[Abstract, 100-150 words only]

Keywords [Left-Aligned, Bold]

keyword 1 – keyword 2 – keyword 3 [Three to six keywords only, separated by spaced en dashes]

Acknowledgments [Left-Aligned, Bold]

[Thanking people, acknowledging grants, etc.]

Notes on the Contributor(s) [Left-Aligned, Bold]

[One paragraph per author]



Instructions for Authors

For the anonymized manuscript file, make sure it contains the following:

- Title
- Abstract
- Keywords
- Main text
- References
- Footnotes, if any

If using headings in the main text, set them according to the examples below. In general, headings should be decimal numbered (with no final period) and separated by one tab character from the section titles.

Title: Subtitle

Abstract [Left-Aligned, Bold]

[Abstract, 100-150 words only]

Keywords [Left-Aligned, Bold]

keyword 1 – keyword 2 – keyword 3 [Three to six keywords only, separated by spaced en dashes]

1 <one tab> Level One Heading (Left-Aligned, Bold, Title Case, and Numbered,)

1.1 <one tab> Level Two Heading (Left-Aligned, Bold Italic, Title Case, and Numbered)

1.1.1 <one tab> Level Three Heading (Left-Aligned, Italic, Title Case, and Numbered)

References [Left-Aligned, Bold]

Endnotes [Left-Aligned, Bold]



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For revised manuscripts that have been accepted or conditionally accepted, follow the same format for title page but for the “anonymized manuscript” file, follow this de-anonymized format instead to facilitate the next stages in the publication process:

Title: Subtitle
<i>Name of Author</i> ORCID: 0000-0000-0000-0000
Position Title, Department or Division, Institution, City, Country <i>Email Address of Author</i>
Abstract
Keywords
[Main text]
Acknowledgments
Notes on the Contributor(s)
References
Appendix
Endnotes

Dates

17 June 2019, 100 B.C.E., 600 C.E., 1980s (not 1980's or '80s), nineteenth century (not 19th century)

Quotations

For quotations fewer than three lines or 100 words, use double quotation marks (“ ”). For a quotation within a quotation, use single quotation marks (‘ ’). Comma or periods (full stops) should be placed inside quotation marks in all situations.

For quotations longer than three lines or 100 words, use a block quotation, indented half an inch from the left margin and separated from the text with blank lines. No quotation marks are necessary at the beginning and end of the quotation, but use double quotation marks for quotations within a block quotation.



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Footnotes

Notes should be kept to a minimum and numbered consecutively throughout the article. Notes should be included as footnotes, and *not* as endnotes.

References in the Text

The *PPSJ* uses the author-date reference system in the *Chicago Manual of Style*, 16th ed.

- If the author's name is in the text, follow it with the year in parentheses, e.g., Zhang (1999).
- If the author's name is not in the text, insert in parentheses the last name and year with no comma in between, e.g., (Smith 2016).
- Pagination follows the year after a comma, e.g., Brown (1985, 72) or (Brown 1985, 72).
- For sources with two or three authors, give all last names, e.g., (Ward and Burns 2002) or (Heatherton, Fitzgilroy, and Hsu 2008).
- For sources with four or more authors, give the last name of only the first-listed author followed by "et al.," e.g., (Barnes et al. 2008).
- When two authors have the same last names, use identifying initials, e.g., (P. Chen 2003; T. Chen 2002; Yen 2002).
- Separate a series of references with semicolons and enclose them within a single pair of parentheses, e.g., (Edwards 1981; Lee et al. 1983).

Reference List

List all items alphabetically by author—and, with multiple works by the same author, by year of publication—at the end of the manuscript. If there is more than one reference to the same author and year, distinguish them by the letters a, b, c, etc. after the year (e.g., 2013a). Use three em dashes to indicate works with the same author(s).

- **Books**
Appadurai, Arjun. 1996. *Modernity at Large: Cultural Dimensions of Globalization*. Minneapolis, MN: University of Minnesota Press.
- **Chapters in Edited Books**
Berry, Chris. 2006. "From National Cinema to Cinema and the National: Chinese-Language Cinema and Hou Hsiao Hsien's 'Taiwan Trilogy.'" In *Theorising National Cinema*, edited by Valentina Vitali and Paul Willemen, 148-57. London: BFI Publishing.
- **Journal Articles**
Please include a DOI number if available.
Appadurai, Arjun. 2001. "Grassroots Globalization and the Research Imagination." *Public Culture* 12 (1): 1-19. <https://doi.org/10.1215/08992363-1>.
- **Newspaper Articles**



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Wee, Sui-Lee. 2022. "After 36 Years, Another Marcos May Lead the Philippines." *New York Times*, 9 May. <https://www.nytimes.com/2022/05/09/world/asia/marcos-jr-philippines-election.html>.

- **Conference Proceedings and Papers**

Lin, Mei-rong, ed. 2003. *Beliefs, Ritual, and Society: Proceedings of the Third International Conference on Sinology*. Taipei: Institute of Ethnology, Academia Sinica.

Fan, Yun. 2000. "From Politics Without Parties to Politics with Parties: Women's Movement in Taiwan's Political Transformation, 1980-." Paper presented at the 6th Annual Conference of the North American Taiwan Studies Association, Harvard University, Cambridge, MA.

- **Social Media**

Chicago Manual of Style. 2015. "Is the world ready for singular they? We thought so back in 1993." Facebook, 17 April. <https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

- **Theses/Dissertations**

Lo, Shih-chieh. 2010. "The Order of Local Things: Popular Politics and Religion in Modern Wenzhou (1840–1940)." PhD thesis, Brown University, Providence, RI.

- **Web Pages**

If no publication date is available, use the access date rather than "n.d."

PPSA (Philippine Political Science Association). 2024a. "About Us." Accessed 30 June. <https://philpolsci.com/about-us/>.

———. 2024b. "By-Laws of the PPSA." Last amended 4 May. <https://philpolsci.com/by-laws/>.

- **Works Originally Written in Languages Other than English**

There is no requirement to include transliterations or Romanizations in references. Where multiple translations of the same text exist, the author must make clear which version they are engaging with.

- **Translation Supplied by the Author**

Ts'ao, Yung-ho. 2000. *臺灣早期歷史研究* [Research on Taiwan's Early History]. Taipei: Lianjing chuban shiye gongsi.

- **Published English Translation**

Wu, Ming-yi. 2013. *The Man with the Compound Eyes*. New York: Vintage Books. Originally published as *複眼人* (Taipei: XiaRi, 2011).

- **Legal References**

Weave references to constitutions, court cases, codes, legislation, executive issuances, and treaties into the text. Adding these to the reference list is optional, but if desired, mirror the examples in legalsbluebook.com/bluebook/v21/tables/t2-foreign-jurisdictions/t2-33-philippines.

- **Other Examples**

For citations of other sources, mirror the examples in owl.english.purdue.edu/owl/resource/717/01/.



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Figures and Tables

- All figures and tables must be cited consecutively in the text (Figure 1, Figure 2, Table 1, Table 2, etc.). They should be separated from the main text by one empty line before and after.
- All charts, maps, images and illustrations should be called “figures” and numbered consecutively; the number and title should be placed below the figure. Sentence style should be used.
- Figures should be submitted as separate source files in .eps, .tif, or .jpg format, in a size suitable for the typesetting area of the journal. The resolution of these files should be at least 300 dpi for half-tone figures, and 600 dpi for line drawings. Number the files, and indicate in the manuscript where they are to appear. All figures should be in black and white.
- The text in a figure must be legible, and should not be smaller than 9 points. The size of this lettering for any text in a figure should be the same for all figures in the manuscript.
- Tables should appear in the relevant location in the main text; there is no requirement to submit them as separate files. The number and title should be placed above the table in sentence case.
- Authors are responsible for clearing copyright of using figures and tables in the articles submitted.

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<empty line>
<figure>
Figure 1 <one tab> Figure caption [Sentence case]
<empty line>
...
<empty line>
Table 1 <one tab> Table title [Sentence case]
<table>
<empty line>
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Book Reviews

Reviews should situate the book(s) in a wider disciplinary context. Please follow the format below in preparing your review:



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Name of Author in Normal Order, *Book Title*, Place of Publication, Publisher, Year, Total Number of Pages, Price
(Format). ISBN: 1234567890. [Left-Aligned, Bold]

[Example 1: Robin Broad and John Cavanagh, *The Water Defenders: How Ordinary People Saved a Country from Corporate Greed*, Quezon City, Philippines, Ateneo de Manila University Press, 2021, 224 pp., US\$9.99 (e-book). ISBN: 9780807029053.]

[Example 2: Jose Jowel Canuday and Joselito Sescon, eds., *Transfiguring Mindanao: A Mindanao Reader*, Quezon City, Philippines, Ateneo de Manila University Press, 2022, 788 pp., PHP 950.00 (print). ISBN: 9786214481699.]

[Book review]

Name of Reviewer | ORCID: 0000-0000-0000-0000 [Right-Aligned]

Position Title, Department or Division, [Right-Aligned]

Institution, City, Country [Right Aligned]

Email Address of Reviewer [Right-Aligned]

Upload identical files for the title page and the “anonymized manuscript” files in Editorial Manager.

Publication

Proofs

Upon acceptance, an article proof will be sent to authors by e-mail to check carefully for factual and typographic errors. At this stage in the production process, only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned promptly.

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(brill.com/page/selfarchiving/sharing-your-work-selfarchiving).

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