ORBIS
A Journal of World Affairs

DESCRIPTION

Orbis®, the Foreign Policy Research Institute's quarterly journal of world affairs, was founded in 1957 as a forum for policymakers, scholars, and the informed public who sought an engaging, thought-provoking debate beyond the predictable, conventional journals of that time. Nearly half a century later, Orbis continues to offer informative, insightful, and lively discourse on the full range of topics relating to American foreign policy and national security, as well as in-depth analysis on important international developments. Orbis readers always know the stories behind the headlines.

Orbis is a publication of the Foreign Policy Research Institute (FPRI). For more information on the FPRI please visit the Institute's website at http://www.fpri.org

Benefits to authors

We also provide many author benefits, such as free PDFs, a liberal copyright policy, special discounts on Elsevier publications and much more. Please click here for more information on our author services.

Please see our Guide for Authors for information on article submission. If you require any further information or help, please visit our Support Center.
ABSTRACTING AND INDEXING

CSA Political Science and Government
Academic Index
America: History and Life
OCLC ArticleFirst
UnCover
Contents First (OCLC Database)
Current Contents - Social & Behavioral Sciences
Historical Abstracts
International Political Science Abstracts
Newspaper and Periodical Abstracts
Public Affairs Information Service Bulletin
Information Service (PAIS)
U.S. Political Science Documents
Scopus
World Affairs Online (WAO)
Academic Search (EBSCO)
Academic Search Premier (EBSCO)

EDITORIAL BOARD

Editor
M. Owens, U.S. Naval War College, Newport, Rhode Island, USA

Book Review Editor
C.R. Miller, Yale University

Managing Editor
A. Hart, Foreign Policy Research Institute, Philadelphia, Pennsylvania, USA

Board of Editors
A. Bacevich
B. Berkowitz
M. Brill Olcott
E. Cohen
M. Crenshaw
J. Davidson
J. Delisle
D. Eisenhower
A. Goldstein
M. Habeck
W. A. Hay
S. Kaufman Purcell
J. Kurth
A. Kurth Cronin
J. Maurer
W. A. McDougall
K. Schake
A. Simons
J. Teufel Dreyer
GUIDE FOR AUTHORS

INTRODUCTION

Orbis is a policy-oriented journal of world politics and strategic affairs, published quarterly by the Foreign Policy Research Institute. Prospective authors are encouraged to familiarize themselves with the journal by examining recent issues.

Articles are expected to display the originality and rigor of articles in a strictly academic journal, and not to elide vital but complex explanations. At the same time, Orbis is directed toward a broad audience of academics, journalists, government officials, and business leaders who are not specialists of the given topic. Ideally, an article should contain material important to the specialist and interesting to the non-specialist.

The editors welcome the expression of opinion. Indeed, authors are urged to develop recommendations for US foreign policy, drawing upon information in their articles. The only editorial position Orbis takes is in favor of the national interests of the United States, and that is the only policy viewpoint authors should assume in their audience.

The bulk of the journal is made up of articles that offer new information, new analyses, or both and generally address one tightly defined topic. Less usual are broad surveys, which would have to offer an outstanding new perspective, and highly specialized or technical papers that are better suited to more specialized journals.

Orbis welcomes articles from many perspectives. However:

- Political-science theory must offer a new perspective on matters of practical importance.
- Historical topics are suitable only to the extent that they bear on current issues. When providing historical background, please touch on older, well-known events lightly and spend more space on more recent events.
- Economic analyses must be intelligible to the non-economist.

Articles should get right to the point. Often authors are tempted to prove their articles’ importance by offering an abstract context into which the article then falls as a capstone. Instead they should state their point and demonstrate its importance in the opening paragraphs and then provide whatever facts or arguments are needed to elaborate on the point.

In most articles, the conclusion should include a policy recommendation for the United States government (although we recognize some articles do not lend themselves to this).

In presenting an argument or drawing conclusions, the use of the first person (I/We) is acceptable only under very rare conditions - as, for example, when a person reference is directly relevant to the argument. Similarly, authors should avoid the awkward use of “false” third person (“In this author’s view…”). Readers should be able to discern, without assistance, when an opinion rather than a fact is being offered.

Authors are encouraged to make judicious use of tables, figures, and maps. In most cases, the author is responsible for providing these materials. Formal tables should be used only when data are too complex or cumbersome to fit smoothly in the text. Only high-quality black-and-white materials will be considered for inclusion.

Contact details for submission

Authors are requested to submit their papers electronically by using EVISE available at Orbis through which Authors, Reviewers, and Editors can send and receive materials and correspondence throughout the submission process. This site will guide authors stepwise through the submission process. The system automatically converts source files to a single Adobe Acrobat PDF version of the article, which is used in the peer-review process. Authors who are unable to provide an electronic version or have other
circumstances that prevent online submission must contact the editorial office prior to submission to discuss alternative options; email: orbis@fpri.org. The Publisher and Editor regret that they are not able to consider proposals that do not follow these procedures.

**Submission checklist**

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

**Ensure that the following items are present:**

One author has been designated as the corresponding author with contact details:
- E-mail address
- Full postal address

All necessary files have been uploaded:

**Manuscript:**
- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided
- Indicate clearly if color should be used for any figures in print

**Graphical Abstracts / Highlights files** (where applicable)

**Supplemental files** (where applicable)

Further considerations
- Manuscript has been 'spell checked' and 'grammar checked'
- All references mentioned in the Reference List are cited in the text, and vice versa
- Permission has been obtained for use of copyrighted material from other sources (including the Internet)
- A competing interests statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed
- Referee suggestions and contact details provided, based on journal requirements

For further information, visit our [Support Center](https://www.elsevier.com/locate/orbis).

**BEFORE YOU BEGIN**

**Ethics in publishing**

Please see our information pages on [Ethics in publishing](https://www.elsevier.com/locate/orbis) and [Ethical guidelines for journal publication](https://www.elsevier.com/locate/orbis).

If you have ethical concerns on a paper, whether published or in review, please contact the editor in the first instance. The editor will then follow the COPE guidelines as explained here [https://www.elsevier.com/editors/publishing-ethics/perk/about-cope](https://www.elsevier.com/editors/publishing-ethics/perk/about-cope).

**Declaration of interest**

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. More information.

**Submission declaration and verification**

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see 'Multiple, redundant or concurrent publication' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in
English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, your article may be checked by the originality detection service Crossref Similarity Check.

**Preprints**
Please note that preprints can be shared anywhere at any time, in line with Elsevier's sharing policy. Sharing your preprints e.g. on a preprint server will not count as prior publication (see 'Multiple, redundant or concurrent publication' for more information).

**Use of inclusive language**
Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader, should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess').

**Changes to authorship**
Authors are expected to consider carefully the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the corresponding author: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed. Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

The Foreign Policy Research Institute will ordinarily hold the copyright to all original articles published in Orbis.

**Copyright**
Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see more information on this). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations. If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has preprinted forms for use by authors in these cases.

For gold open access articles: Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' (more information). Permitted third party reuse of gold open access articles is determined by the author's choice of user license.

**Author rights**
As an author you (or your employer or institution) have certain rights to reuse your work. More information.

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.
Role of the funding source
You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

Funding body agreements and policies
Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder's open access policies. Some funding bodies will reimburse the author for the gold open access publication fee. Details of existing agreements are available online.

Open access
This journal offers authors a choice in publishing their research:

Subscription
- Articles are made available to subscribers as well as developing countries and patient groups through our universal access programs.
- No open access publication fee payable by authors.
- The Author is entitled to post the accepted manuscript in their institution's repository and make this public after an embargo period (known as green Open Access). The published journal article cannot be shared publicly, for example on ResearchGate or Academia.edu, to ensure the sustainability of peer-reviewed research in journal publications. The embargo period for this journal can be found below.

Gold open access
- Articles are freely available to both subscribers and the wider public with permitted reuse.
- A gold open access publication fee is payable by authors or on their behalf, e.g. by their research funder or institution.

Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.

For gold open access articles, permitted third party (re)use is defined by the following Creative Commons user licenses:

Creative Commons Attribution (CC BY)
Lets others distribute and copy the article, create extracts, abstracts, and other revised versions, adaptations or derivative works of or from an article (such as a translation), include in a collective work (such as an anthology), text or data mine the article, even for commercial purposes, as long as they credit the author(s), do not represent the author as endorsing their adaptation of the article, and do not modify the article in such a way as to damage the author's honor or reputation.

The gold open access publication fee for this journal is **USD 1100**, excluding taxes. Learn more about Elsevier's pricing policy: [https://www.elsevier.com/openaccesspricing](https://www.elsevier.com/openaccesspricing).

Green open access
Authors can share their research in a variety of different ways and Elsevier has a number of green open access options available. We recommend authors see our open access page for further information. Authors can also self-archive their manuscripts immediately and enable public access from their institution's repository after an embargo period. This is the version that has been accepted for publication and which typically includes author-incorporated changes suggested during submission, peer review and in editor-author communications. Embargo period: For subscription articles, an appropriate amount of time is needed for journals to deliver value to subscribing customers before an article becomes freely available to the public. This is the embargo period and it begins from the date the article is formally published online in its final and fully citable form. Find out more.

This journal has an embargo period of 12 months.

Language (usage and editing services)
Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier's WebShop.
Syle Sheet
A publisher's reputation depends in large part on the care with which its publications are edited for consistency in spelling, punctuation, capitalization, forms of citation, and so forth. FPRI rigorously edits its publications for the maximum reasonable consistency in editorial style.

Orbis uses the University of Chicago Press's Chicago Manual of Style, 14th ed., as its principal guide. The authoritative source for spelling and hyphenation is the unabridged Webster's Third New International Dictionary of the English Language. Authors are encouraged to use these references as they prepare their manuscripts. The following is intended only as a supplement, to address the particular matters encountered by foreign policy journals.

From Submission to Acceptance to Publication
The review process is generally one month; it sometimes takes longer and can extend to several months if an article is circulated to outside reviewers. In this case, the editors try to keep authors informed, but authors should feel free to call or write the managing editor if they would like a status update.

When the review process is completed, the author receives one of four answers: outright rejection; conditional rejection; conditional acceptance; or outright acceptance.

Outright rejection does not necessarily reflect on the merits of a manuscript, for many considerations may lie behind a rejection, including scheduling, diversity, and timeliness. Orbis receives more manuscripts than it can use, and the editors must turn down many that are worthy.

Conditional rejection involves comments on the manuscript and an invitation to rework the piece and resubmit it. There is, however, no commitment to accept the piece if the author chooses to revise and resubmit.

Conditional acceptance is offered when the editor and author would have to agree on some specific additions, deletions, or alterations. Again, this is not yet a commitment on Orbis's part.

Acceptance means the article has been accepted and needs only in-house editing, which the editors are ready to proceed with. However, there can be no commitment to publish the article by any given date.

After an article has been accepted, it will be edited to clarify meaning and improve readability, and to conform to the journal's style and format.

The edited text will be returned to the author for review. If an author objects to a change, he is requested to find a third way of phrasing a passage and avoid reverting to the original wording. Authors should assume that the revised manuscript will be the last version they see prior to publication.

Upon return to the editors, the author's changes are incorporated wherever possible. At this point, the manuscript goes through a final round of editing, usually involving superficial, stylistic changes. If only minor changes are made, the author will not be asked to review the text. If the article is sent back to the author, it should be reviewed carefully, and changes limited to updates and factual errors. Although authors should keep the editors informed of any further errors that come to their attention, as a rule no changes are possible after this point.

PREPARATION
Quotations. Direct quotations should cite the original source from which they were taken (see forms of citations below); if the quotation was taken from printed text, indicate the page number(s). Direct quotations should reproduce exactly the original source in wording, capitalization, and punctuation, with the following exceptions: •If a quotation is used as an essential syntactical part of a sentence, lowercase the first word, even if the original is capitalized. No punctuation is needed to introduce a run-in quotation. However, a quotation with a remote syntactical relation to the sentence should begin with a capital letter, even if the original is lowercase, and be introduced by the appropriate punctuation:

Thomas Jefferson declared that 'the sum of good government' consists of 'a wise and frugal Government . . .'.


Thomas Jefferson declared, 'The sum of good government' consists of a 'wise and frugal Government, which shall restrain men from injuring one another, shall leave them otherwise free to regulate their own pursuits of industry and improvement, and shall not take from the mouth of labor the bread it has earned.'

•When quotations are run into the text, the final mark of punctuation can be changed to conform to the grammar of the entire sentence.

Author interpolations should be enclosed in brackets [ ].

Quotations of four unindented lines or less should be run into the text; longer quotations should be indented left and right. Block quotations are not enclosed in quotation marks.

Ellipses (three dots, each separated by one space: ' . . . ') should be used to indicate omissions in a quoted passage. When the omitted section includes the end of a sentence that closes with a period, indicate the ellipses by four dots with no space before the first (standard typographical practice treats the first dot as a period). Other final punctuation should precede or follow the ellipses points according to where the omission occurs.

Identification of Persons, Organizations, and Publications. The first and last name should be given for each individual on first introduction in the text and footnotes. Titles and/or affiliations should be used on the first reference. First references to U.S. senators and congressman should include abbreviated names of the legislator's party and state: Senator Malcolm Wallop (R-Wyo.).

A foreign political organization or party should be referred to in English with its foreign language name and the acronym (if it is widely known by its acronym) following in parentheses: Confederation for Independent Poland (Konserdacja Polski Niepobleglej-KPN).

Titles of books, journals, and periodicals are italicized. When referring to periodicals, do not include an opening definite article within the italicized name: the New York Times.

See chapter 7 (pp. 233-92) of the Manual of Style for detailed rules on capitalization. The following rules are particularly relevant:

•Civil, military, religious, and professional titles are capitalized when they immediately precede a personal name as part of the name: President George W. Bush; Premier Lionel Jospin; Sheikh Omar Abdel Rahman. BUT,

•When such titles are in apposition to a name, they are not part of the title and so are lowercased: U.S. president Bush; Jordan's king, Abdullah II; former prime minister Ehud Barak.

•Titles following a personal name or used alone in place of a name are lowercased: the president of the United States; the congressman; chairman of the Joint Chiefs of Staff.

•Certain nouns and some adjectives designating parts of the world or regions of a continent or a country are generally capitalized: Middle East; the Western world; western France (direction or locality); the Continent (Europe only); East-Central Europe.

•Full names of legislative, deliberative, administrative, and judicial bodies, departments, bureaus, and offices are usually capitalized. Adjectives derived from them are lowercased: Congress, congressional; Parliament, parliamentary; State Department, the department; the Supreme Court, the Court (only in reference to the U.S. Supreme Court).

•Not capitalized are: the George H. W. Bush administration; federal government; the Yeltsin government; ministry; monarchy.

•Names of national and international organizations, movements, alliances, and members of political parties are capitalized: Republican Party, Progressive Movement. The editors of Orbis have adapted this rule as follows: 'communist' is capitalized only in reference to a party with the word 'communist' in its official name: the Communist Party of the Soviet Union; the Communist Party in the former Soviet Union; the Communists under Stalin; Bolsheviks; the Communists in China. But: the communists in Romania; the North Korean communists.
Political groupings other than parties are usually lowercased: independents; right wing; leftist. But: the Right, the Left.

- Nouns and adjectives designating political and economic systems of thought are lowercased, unless derived from a proper noun: communism, fascism, socialism. But: Marxism-Leninism, Nazism.

- A numerical designation of a period is lowercased unless it is part of a proper name: eighteenth century, the nineties. Some names applied to historical or cultural periods are capitalized, either by tradition or to avoid ambiguity: Middle Ages, Enlightenment, Gilded Age. But: colonial period (U.S.); romantic period; fin de siècle.

- Appellations of historical, quasi-historical, political, economic, and cultural events, plans, and so forth are generally capitalized: Industrial Revolution; New Deal. But: civil rights movement. Also, the Second World War, or World War II; the two world wars; the Cold War.

- Full formal or accepted titles of pacts, plans, policies, treaties, acts, laws, and similar documents or agreements, together with names of programs resulting from them, are usually capitalized and set in roman type without quotation marks: thus, the Treaty on the Non-Proliferation of Nuclear Weapons, or the Non-Proliferation Treaty; U.S. Constitution; the Constitution (only when referring to the United States).

- Descriptive references to pending legislation are lowercased.

Only unfamiliar foreign words and expressions are italicized and accented as in their original language; familiar ones remain in roman type and are unaccented (e.g., quid pro quo, a priori, weltanschauung, perestroika, intifada, coup d’etat, cliché, jihad, vis-à-vis) according to English-language usage. Latin words and abbreviations such as ibid. and et al. also remain in roman type.

The hamza and ayn are not used in Arabic transliterations (e.g., Shiite, not Shi’ite).

Japanese names are given first-name first: Foreign Minister Makiko Tanaka, Prime Minister Junichiro Koizumi.

Hyphenation. Prefixes are generally set solid (one word without a hyphen) and compound words are open (two separate words). For detailed rules for hyphenation and compound words, see the Manual of Style, pp. 219-31.

Some common prefixes set solid are: postwar; socioeconomic; preempt; progovernment; anticlerical; counterterrorism. Prefixes are followed by hyphens or en dashes, however, when the second word is capitalized or a figure, or to distinguish homonyms: pre-Enlightenment; post-September 11; recover. But: transatlantic. The prefixes 'self' and 'half' are usually hyphenated.

Temporary adjectives are usually hyphenated before a noun. They are not hyphenated when used as permanent open compounds or when the first word is an adverb ending in ‘-ly’: eighteenth-century printers; printers of the eighteenth century; a well-known plan; the plan was well known; policy-making body; problems in policy making; a highly acclaimed book.

Please consult chapter 8 (pp. 293-315) of the Manual of Style for detailed rules on the presentation of numbers in text. Generally, whole numbers from one to ninety-nine are spelled out (as are their multiples with 'hundred,' 'thousand,' 'million,' etc.), while other numbers are expressed in figures. There are exceptions, such as some decimal numbers, some terms of currency, and mixed cases: 2.3 million years old; $25 billion; from 200 to 250 pages; 2 percent. Some other common rules:

- Spell out numbers that are the first words of a sentence.

- Express years and numbers referring to parts of a book in figures: the year 1920 (except as the first word of a sentence, ‘Nineteen-twenty was...’); chapter 7; table 2.

- Use the general rules for spelling out numbers for references to amounts of money. If the number is spelled out, so is the unit of currency, and if figures are used, the monetary symbol precedes them:
The duty was four pounds.

The committee raised $325.

The military establishment was to receive $7.3 billion over the previous year's appropriation.

• Dates are styled as in this example: 'On January 1, 2002, the . . . .' References to a decade are spelled out if the century is implicit: the sixties. If the century is mentioned, the reference is given in figures and written in the form of a plural, not a possessive: 'the 1980s,' not 'the 1980's.' If reference is made to a span of years within a decade, the figures designating the century may be dropped for the second term: the war of 1914-18. If the span lies within two decades, the century should be repeated: the presidential term of 1988-1992; likewise millennia: 1990-2000, not 1990-00.

Inclusive numbers (continued numbers) are separated by an en dash. Please see the Manual of Style, p. 311, for specific principles. Some examples are: 3-10; 100-104; 107-8; 321-25; 2787-2816.

Special Usage Matters

Acronyms should be kept to a minimum and should be spelled out in full on first usage, with the acronym following in parentheses.

'U.S.' and 'UN' are used only as adjectives; the nouns are spelled out: 'the United States' and 'the United Nations.'

A government should not be identified with the country: not 'Russia responded?' but 'Moscow responded' or 'the Kremlin responded.'

'Fundamentalist Christians' and 'fundamentalist Islam,' not 'Christian fundamentalists' or 'Islam fundamentalist.'

Peer review

This journal operates a single blind review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final. More information on types of peer review.

Use of word processing software

It is important that the file be saved in the native format of the word processor used. The text should be in single-column format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Guide to Publishing with Elsevier). Note that source files of figures, tables and text graphics will be required whether or not you embed your figures in the text. See also the section on Electronic artwork.

To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

Article structure

Subdivision - unnumbered sections

Divide your article into clearly defined sections. Each subsection is given a brief heading. Each heading should appear on its own separate line. Subsections should be used as much as possible when cross-referencing text: refer to the subsection by heading as opposed to simply 'the text'.

Appendices

If there is more than one appendix, they should be identified as A, B, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A.1), Eq. (A.2), etc.; in a subsequent appendix, Eq. (B.1) and so on. Similarly for tables and figures: Table A.1; Fig. A.1, etc.
Essential title page information

• **Title.** Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

• **Author names and affiliations.** Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled. You can add your name between parentheses in your own script behind the English transliteration. Present the authors' affiliation addresses (where the actual work was done) below the names. Indicate all affiliations with a lowercase superscript letter immediately after the author's name and in front of the appropriate address. Provide the full postal address of each affiliation, including the country name and, if available, the e-mail address of each author.

• **Corresponding author.** Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. **Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.**

• **Present/permanent address.** If an author has moved since the work described in the article was done, or was visiting at the time, a 'Present address' (or 'Permanent address') may be indicated as a footnote to that author's name. The address at which the author actually did the work must be retained as the main, affiliation address. Superscript Arabic numerals are used for such footnotes.

**Highlights**

Highlights are a short collection of bullet points that convey the core findings of the article. Highlights are optional and should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point). You can view example Highlights on our information site.

**Abstract**

A concise and factual abstract is required. The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

**Keywords**

Immediately after the abstract, provide a maximum of 6 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

**Abbreviations**

Define abbreviations that are not standard in this field in a footnote to be placed on the first page of the article. Such abbreviations that are unavoidable in the abstract must be defined at their first mention there, as well as in the footnote. Ensure consistency of abbreviations throughout the article.

**Acknowledgements**

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

**Formatting of funding sources**

List funding sources in this standard way to facilitate compliance to funder's requirements:

Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:
This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

**Artwork**

*Electronic artwork*

**General points**

- Make sure you use uniform lettering and sizing of your original artwork.
- Embed the used fonts if the application provides that option.
- Aim to use the following fonts in your illustrations: Arial, Courier, Times New Roman, Symbol, or use fonts that look similar.
- Number the illustrations according to their sequence in the text.
- Use a logical naming convention for your artwork files.
- Provide captions to illustrations separately.
- Size the illustrations close to the desired dimensions of the published version.
- Submit each illustration as a separate file.

A detailed [guide on electronic artwork](https://www.elsevier.com/locate/orbis) is available.

**You are urged to visit this site; some excerpts from the detailed information are given here.**

**Formats**

If your electronic artwork is created in a Microsoft Office application (Word, PowerPoint, Excel) then please supply 'as is' in the native document format.

Regardless of the application used other than Microsoft Office, when your electronic artwork is finalized, please 'Save as' or convert the images to one of the following formats (note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

- EPS (or PDF): Vector drawings, embed all used fonts.
- TIFF (or JPEG): Color or grayscale photographs (halftones), keep to a minimum of 300 dpi.
- TIFF (or JPEG): Bitmapped (pure black & white pixels) line drawings, keep to a minimum of 1000 dpi.
- TIFF (or JPEG): Combinations bitmapped line/half-tone (color or grayscale), keep to a minimum of 500 dpi.

**Please do not:**

- Supply files that are optimized for screen use (e.g., GIF, BMP, PICT, WPG); these typically have a low number of pixels and limited set of colors;
- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

**Figure captions**

Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

**Tables**

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

**References**

**Citations**

Footnote citations serve two vital functions: to give proper credit for ideas, facts, arguments, and words presented elsewhere; and to enable an interested reader to examine the same sources. With that in mind, the editors' principal concerns are to ensure accuracy, completeness, and clarity.

*Orbis* strives to keep both the number and length of footnotes to a minimum. Most articles require fewer than thirty notes.

Footnotes are for citing sources of quotations, little-known facts, and controversial data and should not involve substantive discussions or the author's debates with other scholars. References to one's own writings should be minimal.

Where possible, provide the names or some identifying context for cited authors in the text itself; i.e., not 'As one author has noted . . . ' but 'As Jane T. Jones has noted . . . .' or 'As Middle East analyst Jane Jones has noted.'
To reduce the number of footnotes per page, please combine short citations into one composite note. Whenever possible, place footnote numbers at the end of sentences, or at least at the end of clauses.


Please refer to chapter 15 (pp. 487-635) of the Manual of Style for specific rules on note forms. Authors should especially note the following:

- **Full citation format for books:**


- **Later references to the same work can use the short form: 'Quandt, Saudia Arabia, p. 50.'**

- **For journal articles, include the name of the author(s), title of the article in quotation marks, full title of the journal in italics, and full date. No volume or issue number is needed unless the date is not available:**

  Chester A. Crocker, 'How to Think about Ethnic Conflict,' *Orbis*, Fall 1999, pp. 613-20.

  L. Klepatskii, 'Russia's Foreign Policy Landmarks,' *International Affairs* (Moscow), vol. 45, no. 2 (1999), pp. 18-28.

  (Note that an author's name is only abbreviated if it appears that way in the original.)

  - A short reference to a journal article would include the name of the author(s), short title, and page number(s).

    Crocker, 'Ethnic Conflict,' p. 617.

- **Citations of newspaper articles** need not include page numbers, but should include authors when provided. For example:


  'Ibid.' replaces only that part of the previous reference that has not changed. Note: *Orbis* does not use the abbreviation *op. cit*. The abbreviation 'ibid.' is only used to refer to that part of the immediately preceding note that has not changed. It is not italicized. If the preceding note refers to more than one source, 'ibid.' should be avoided.

  - Add 'quoted in' to the reference if a quotation comes not from the author but from someone the author cites. Thus: 'Harold Linder, quoted in Nicholas Eberstadt, *Foreign Aid and American Purpose* . . .' Do not use 'Quoted in' when the source is a newspaper article or has no named author.

- Book and article titles should be in the original language, transliterated where necessary, and then translated. Authors are asked to take extra care to ensure that such references are spelled correctly.

  - **The citation for an article or chapter in an edited volume** includes the author's name, article title, then the book title followed by the name(s) of the editor(s). The note should include the precise page number of a direct quotation. If citing an entire article, the full page range is required. For example:


  - The ephemeral nature of **electronic sources** raises a number of issues. Among others, documents can disappear or be altered at any time, making verifiability or further research impossible. Clearly, however, references to electronic media are of great importance, and they potentially provide others
far simpler access to information. Orbis has therefore adopted the following guidelines. A complete citation includes as much of the following information as is available: the author's name, the title of the source, the common name of the site (this may be an organization's name), the date of publication or revision, and the site address (URL). URLs should be as specific as possible, rather than citing a generic homepage. For example:


•URLs are not needed for common journals such as New York Times even if you did read it electronically, the journal and date will do.

Reference links
Increased discoverability of research and high quality peer review are ensured by online links to the sources cited. In order to allow us to create links to abstracting and indexing services, such as Scopus, CrossRef and PubMed, please ensure that data provided in the references are correct. Please note that incorrect surnames, journal/book titles, publication year and pagination may prevent link creation. When copying references, please be careful as they may already contain errors. Use of the DOI is highly encouraged.

A DOI is guaranteed never to change, so you can use it as a permanent link to any electronic article. An example of a citation using DOI for an article not yet in an issue is: VanDecar J.C., Russo R.M., James D.E., Ambeh W.B., Franke M. (2003). Aseismic continuation of the Lesser Antilles slab beneath northeastern Venezuela. Journal of Geophysical Research, https://doi.org/10.1029/2001JB000884. Please note the format of such citations should be in the same style as all other references in the paper.

Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

References in a special issue
Please ensure that the words 'this issue' are added to any references in the list (and any citations in the text) to other articles in the same Special Issue.

Video
Elsevier accepts video material and animation sequences to support and enhance your scientific research. Authors who have video or animation files that they wish to submit with their article are strongly encouraged to include links to these within the body of the article. This can be done in the same way as a figure or table by referring to the video or animation content and noting in the body text where it should be placed. All submitted files should be properly labeled so that they directly relate to the video file's content. In order to ensure that your video or animation material is directly usable, please provide the file in one of our recommended file formats with a preferred maximum size of 150 MB per file, 1 GB in total. Video and animation files supplied will be published online in the electronic version of your article in Elsevier Web products, including ScienceDirect. Please supply 'stills' with your files: you can choose any frame from the video or animation or make a separate image. These will be used instead of standard icons and will personalize the link to your video data. For more detailed instructions please visit our video instruction pages. Note: since video and animation cannot be embedded in the print version of the journal, please provide text for both the electronic and the print version for the portions of the article that refer to this content.

Data visualization
Include interactive data visualizations in your publication and let your readers interact and engage more closely with your research. Follow the instructions here to find out about available data visualization options and how to include them with your article.
Supplementary material

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received (Excel or PowerPoint files will appear as such online). Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

Research data

This journal encourages and enables you to share data that supports your research publication where appropriate, and enables you to interlink the data with your published articles. Research data refers to the results of observations or experimentation that validate research findings. To facilitate reproducibility and data reuse, this journal also encourages you to share your software, code, models, algorithms, protocols, methods and other useful materials related to the project.

Below are a number of ways in which you can associate data with your article or make a statement about the availability of your data when submitting your manuscript. If you are sharing data in one of these ways, you are encouraged to cite the data in your manuscript and reference list. Please refer to the "References" section for more information about data citation. For more information on depositing, sharing and using research data and other relevant research materials, visit the research data page.

Data linking

If you have made your research data available in a data repository, you can link your article directly to the dataset. Elsevier collaborates with a number of repositories to link articles on ScienceDirect with relevant repositories, giving readers access to underlying data that gives them a better understanding of the research described.

There are different ways to link your datasets to your article. When available, you can directly link your dataset to your article by providing the relevant information in the submission system. For more information, visit the database linking page.

For supported data repositories a repository banner will automatically appear next to your published article on ScienceDirect.

In addition, you can link to relevant data or entities through identifiers within the text of your manuscript, using the following format: Database: xxxx (e.g., TAIR: AT1G01020; CCDC: 734053; PDB: 1XFN).

Mendeley Data

This journal supports Mendeley Data, enabling you to deposit any research data (including raw and processed data, video, code, software, algorithms, protocols, and methods) associated with your manuscript in a free-to-use, open access repository. During the submission process, after uploading your manuscript, you will have the opportunity to upload your relevant datasets directly to Mendeley Data. The datasets will be listed and directly accessible to readers next to your published article online.

For more information, visit the Mendeley Data for journals page.

Data in Brief

You have the option of converting any or all parts of your supplementary or additional raw data into one or multiple data articles, a new kind of article that houses and describes your data. Data articles ensure that your data is actively reviewed, curated, formatted, indexed, given a DOI and publicly available to all upon publication. You are encouraged to submit your article for Data in Brief as an additional item directly alongside the revised version of your manuscript. If your research article is accepted, your data article will automatically be transferred over to Data in Brief where it will be editorially reviewed and published in the open access data journal, Data in Brief. Please note an open access fee of 600 USD is payable for publication in Data in Brief. Full details can be found on the Data in Brief website. Please use this template to write your Data in Brief.
Data statement
To foster transparency, we encourage you to state the availability of your data in your submission. This may be a requirement of your funding body or institution. If your data is unavailable to access or unsuitable to post, you will have the opportunity to indicate why during the submission process, for example by stating that the research data is confidential. The statement will appear with your published article on ScienceDirect. For more information, visit the Data Statement page.

AFTER ACCEPTANCE
Availability of accepted article
This journal makes articles available online as soon as possible after acceptance. This concerns the accepted article (both in HTML and PDF format), which has not yet been copyedited, typeset or proofread. A Digital Object Identifier (DOI) is allocated, thereby making it fully citable and searchable by title, author name(s) and the full text. The article's PDF also carries a disclaimer stating that it is an unedited article. Subsequent production stages will simply replace this version.

Online proof correction
Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors.
If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF.
We will do everything possible to get your article published quickly and accurately. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

Offprints
The corresponding author will, at no cost, receive 25 free paper offprints, or alternatively a customized Share Link providing 50 days free access to the final published version of the article on ScienceDirect. The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier’s Webshop. Corresponding authors who have published their article gold open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

AUTHOR INQUIRIES
Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch.
You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2018 Elsevier | https://www.elsevier.com