

## Formal criteria for contributions to the „Think.“ section on IFAIR.eu

These formal criteria are valid as of 1st November 2013, but do not apply retroactively.

All contributions have to be assigned to one of IFAIR's **regional divisions** and conform to one of the following **categories**:

### Analysis

- **Tone:** analytical, critical
- **Length:** 1500 words max.
- **Abstract:** ca. 30 words
- **Structure:**
  - Up to two levels of structure
  - Use „**1., 2., ...**“ (bold) for subdivisions on the first and „*a), b), ...*“ (italics) for subdivisions on the second level
- **Sources** (works and data cited in or inspiring the contribution)
  - In the text: (Last name Year: Page)
  - Bibliography: Last name, first name Year: Title, in: Last name, First name (ed.), Book title, Location: Publisher (*or* in: Journal title (Volume/Number)), pages x-y.
- **Image sources** (public domain sources or pictures copyrighted by the author that can become public domain):
  - © photographer/picture database (if applicable)
- **Examples**
  - Short versions of term papers
  - Analyses of current issues in International Relations
  - Work linking research and practice

### Short article

- **Tone:** descriptive, commentarial
- **Length:** 500 words max.
- **Abstract:** ca. 30 words
- **Structure:**
  - Up to one level of structure
  - Use „**1., 2., ...**“ (bold) for subdivisions
- **References:** not required
- **Image sources:** see criteria for analysis
- **Examples**
  - Statements on current topics
  - Policy advice
  - Book or video reviews
  - Field reports
  - Interviews
  - Recommendations about jobs or events

*If you have any questions, contact Hanna Pfeifer (chief editor) at [hanna.pfeifer@ifair.eu](mailto:hanna.pfeifer@ifair.eu)*