

Instructions for the Authors
Journal of Legal and Administrative Studies
(JLAS)

- ✓ Papers will be written both in English and Romanian;
- ✓ Text margins: 3 cm –top, 3 cm – bottom, 2 cm- right side, 2 cm- left side, in custom size: width: 165 mm, height: 235 mm; format DOC (the PDF version or papers containing scanned documents will not be accepted);
- ✓ The paper will be written entirely with Times New Roman font, single-spaced;
- ✓ **The paper`s title** - justify, bold, caps look , size 14;
- ✓ **The name of the author/authors** – in the right margin of the page, double-spaced from the title, size 12.
- ✓ **Academic title, institutional affiliation, e-mail** - should be inserted as footnote.
- ✓ **Summary / abstract** - containing a brief overview of the work in max. 300 words, in English double-spaced from the author's name, italic, size 10;
- ✓ **Keywords:** 4-7 representative keywords to individualize the subject analyzed in the scientific papers (italic , size 10)
- ✓ **The text of the paper** - double-spaced from the keywords, size 12, justify, and the mandatory structure is the following:
 - **Introduction**
 - **The content of the paper** may include sections with a well-defined title. The titles of different sections or chapters will be written using **CAPS-LOCK, BOLD, SIZE 12**, in the left margin of the page.
 - **Conclusion(s)** – max. 15 lines.
 - **Final bibliography** should be displayed at the end of the paper, in alphabetical order by authors` names, structured as follows:
Treatises, courses, monographs, Scientific Articles, Legislation,
web *pages,*
http://www.chicagomanualofstyle.org/tools_citationguide.html
 - **References** in the text should be inserted as footnotes:
http://www.chicagomanualofstyle.org/tools_citationguide.html