

## IJPPE Writing Guidelines

### **A. Content Specifications**

#### **Guidelines for Submission of Academic Essay:**

- Abstract of 200-250 words (key features: main thesis, a summary of arguments, keywords below the abstract)
- Word limit: 3500-5000 words (excluding abstract)
- Citation Style: Chicago Manual of Style (Latest Edition)
- Within the theme of Journal, we expect arguments that explore the intersection of the three disciplines: Philosophy, Politics and Economics (Journal's Theme). However, your submission could be biased towards discussing arguments that broadly cover any combination of the three individual disciplines.
- We are looking for originality in thought, the ability to comprehensively and logically present arguments and the usage of creative or empirical evidence in support of your arguments.
- Co-authored submissions are allowed.
- A bibliography is a must.

#### **Guidelines for Submission of Review Essay:**

- Abstract: 100-150 words (clearly state the original argument of the paper/source followed by your argument; include keywords below the abstract)
- Word limit: 1500-2000 words (excluding abstract)
- Citation Style: Chicago Manual of Style (Latest Edition)
- Refer to an academic source/article of your choice that discusses an aspect relating to the theme of the Journal. Summarize the arguments made by the author(s). Provide your own analysis of the same by arguing whether you agree or disagree with their primary arguments and why.

### **B. Ethical Standards**

Ethical integrity is a fundamental aspect of IJPPE's mission to create a high-quality academic environment that helps the PPE community carry out valuable, inter-disciplinary and ground-breaking discourse. To help make this possible, we require all our authors to familiarise themselves with, and uphold the following standards:

#### **1. Originality:**

- a. Plagiarism, defined here as the use of
  - i. exact and/or paraphrased content from an external source, or
  - ii. elements from an external source such as tables, statistics, equations, illustrations (that are not common knowledge), or
  - iii. ideas from an external source without proper attributions (as established in the style guide),where external sources refer to any source that is not directly a product of the authors' creation for the document they have submitted, will cause a submission to be summarily rejected.
- b. Self-plagiarism, defined here as the submission of any of the elements listed in point a) from a previously published work of any of the author(s) listed in a present submission without proper attribution, will be treated with equal severity as other forms of plagiarism.
- c. Where appropriate, authors are solely responsible for obtaining permissions for the use of the content, in accordance with general academic convention, copyright requirements and the standards established by the location and original authors of their sources.
- d. For a fuller understanding of what constitutes plagiarism and cases where permission may be required in addition to an attribution, IJPPE recommends that authors consult the [WPA Statement on Best Practices](#).
- e. IJPPE systematically runs each submission through plagiarism detectors and reserves the right to perform specific plagiarism analyses on individual submissions with the discretion of the editorial board.

## **2. Authorship Criteria:**

- a. An author is defined as anyone who has made substantial contributions to a document *and* has consented to be accountable for its contents.
- b. IJPPE requires that any individual who meets the criteria for authorship as established in a) be attributed within the submission and informed of the same.
- c. All authors must be clearly identified within each document in accordance with the style guide and/or other logistical requirements established by the IJPPE.

d. In addition, contact details of all authors (if applicable) must be provided in accordance with other IJPPE instructions by the author submitting the document; IJPPE reserves the right to contact each individual author to verify co-authorship status.

e. In the case of individuals who have not met the criteria defined in a), but still have made some contributions to a submission, it is recommended that the author(s) attribute the concerned individual in any form of their choice except for authorship.

f. In case of authorship disputes, IJPPE reserves the right to temporarily or permanently suspend the publication of a concerned document.

### **3. Consent:**

a. In addition to obtaining permissions to use ideas, data and objects as laid out in point 1, it is the submitting party's sole responsibility to also obtain informed consent from any subjects referenced in their documents for:

i. Participation in associated research, if applicable; and

ii. Release of any identifiable association, if applicable,

in accordance with the [APA ethics code](#).

### **4. Conflict Declarations:**

a. Authors are encouraged to reflect on the possibility of the existence of personal, professional, commercial or ideological conflicts of interest that may, consciously or unconsciously, sway their judgements of the contents of their submissions, they are advised to include a brief conflict of interest declaration at the end of their submission.

b. These declarations are intended for the readership of the journal, and will not be a ground for editorial interference or rejection.

### **5. General Statement about External Guidelines**

a. For a fuller understanding of the spirit of these standards, or for clarity on other aspects of research ethics not listed here, IJPPE recommends that the authors consult the COPE Guidelines for Editors, Peer Reviewers, Authors and Dispute Management.

b. In case of a conflict between some of the rules on this document and a listed source, or a conflict between any two of the listed external sources, IJPPE reserves the right to make a case by case decision.

### **C. Format/Style**

- Font Style for all texts including footnotes: Garamond/Times New Roman
- Font Size/style
  - Title: 16pt, Bold
  - Sub-heading: 14pt, Italicized.
  - Body: 12pt.
  - Footnotes: 10pt.
- Line spacing: 1.5pt
- Standard margins
- No header or footer.
- Include a title/cover page and including the following in the respective order:
  - Title of the Paper
  - Name of Author(s)
  - Name of University
  - Picture (if necessary)
- Page numbers to start from the second page (exclude the title page)
- No borders
- Any diagram should strictly be labelled; Format: “Fig. 1” along with a small caption.
- If you use a picture from an external source, please credit the source appropriately and label it in the format above.
- Write in either American or British English consistently. (Do not write “labor” in one section and switch to “labour” in another).
- All submissions must be in an editable word document format and the naming convention must be as follows - “IJPPE\_FirstNameLastName\_Academic Essay/Review Essay”

#### *Some General Conventions:*

- All numbers between 1 and 10 must be written in English; numbers higher than that can be written as-is.
- The three disciplines contain terms and concepts that might not be familiar to every reader. Please define or explain those terms/concepts as briefly as possible.
- Avoid using Latin Phrases if their English equivalents are easily available and understood. Should you use a Latin Phrase or any other phrase from another language, please italicize it.
- If your argument requires using a particular concept in Philosophy, please define the context in which you are using it. It is generally advisable to state the assumptions that underlie your

usage of the term. For instance, if you are using the word ‘truth’ in your argument, it would help to delineate what kind of ‘truth’ are you referring to (objective, subjective, relative, absolute, etc.) and what assumptions you made when using it (applicable to the context of a person, principle, fact, event, conditions under which it holds, etc.).

- That being said, refrain from delving into tangents that will deviate your main argument (applicable to political, economic and philosophical arguments.)

#### **D. Peer Review Process**

- All submissions will be acknowledged within 48 hours of the submission. If you do not receive an acknowledgement email within the said time, please feel free to write to us. Please note that an acknowledgement does not guarantee that the submission will be accepted for publication.
- Due to the high volume of submissions received, the editors will get back to the author with the decision (accepted, waitlisted or rejected) within 3-4 weeks (the process might take longer during busy weeks which are generally closer to the deadline).
- If the submission is accepted with some edits/suggestions from the editors, the author is requested to send a revised version back to the team within 4-5 working days. Should the author forfeit to send in the revised version, the submission will NOT be accepted.
- The editorial team does not entertain follow-ups and feedback requests on the submissions.
- IJPPE follows a double-blind peer-review process. If you have any specific questions with regards to the review process, feel free to write to us at [ppesoc@ashoka.edu.in](mailto:ppesoc@ashoka.edu.in)

#### **E. Tips (while Suggestive in Nature, we recommend that you go through them)**

- A good paper starts with an effective introduction. This sets an expectation for the reader, which allows one to control the flow of the rest of their paper. Feel free to be creative, but a simple template for introductory paragraphs never goes wrong:
- Further, a conclusion is IMPERATIVE. Even if the introduction does not help guide the reader, the conclusion certainly helps them understand what one was aspiring to argue or prove, and whether one has done so effectively.
- Structure wise, it is important that the essay consists of a singular and original thought progression in its entire body. This means that as one moves from argument to argument, paragraph-to-paragraph, there shouldn't be abrupt breaks in thought for the reader (read: smooth transitions).
- This is not to say that the essay should read like a list of arguments. It should look like a cohesive argument, with parts and subparts in support of that argument. One way this can be done effectively is by inserting meaningful questioning between unrelated paragraphs: for

eg., “having dissected idea X, what could this imply for theme Y?” Try to use transition words and sentences, or explain what your next paragraph contains in a sentence preceding it.

- DON'T use any abbreviations - “etc” - just write what you mean. If using an abbreviation for a repetitive term, always mention this in the beginning, for eg: Bharatiya Janata Party (hereon referred to as the BJP) or Bharatiya Janata Party (BJP).
- When using external references and resources, try to ensure that they are not being used to ground large parts of the arguments and that enough original thought comes through in the overall essay.
- Each point made should be well-substantiated with evidence. One shouldn't take anything for granted. Words we may otherwise take for granted, such as morality, freedom, consciousness, rationality, knowledge, and so forth, are central questions and topics in various themes within the discipline of PPE and need to be fleshed out in the context of one's paper.
- Do take note of your passive and active tone. Active tone is more stimulating, but you may have a good mix of both. Makes all the difference!
- Finally, always proofread the paper very carefully, because severe typos and an excess of wrong punctuation can make one's paper really unprofessional, and liable to excess editing work.