

## **Manuscript Preparation for Accepted Authors**

Below are guidelines for preparing final manuscripts for publication in the Natural Resources Journal. Please provide a mailing address, telephone, and Email address. We ask you update this information as needed

### **Abstract & Author Bio:**

We will need an abstract and author bio (along with your ready-to-edit manuscript file). The abstract, usually 150 to 200 words, should be inserted in your article file, below the title and byline, at the start of your manuscript. An author bio should be supplied in the first footnote location, and linked using an asterisk instead of a numeral; footnote number 1 will follow. Abstracts of published articles are placed on the Journal website.

### **Manuscript Format:**

We ask that authors comply as closely as possible with the following guidelines.

- Articles should be submitted as electronic MS Word format by email.
- Page Length, minimum 30 pages; maximum 75 pages, formatted to the specifications below.
- Standard Font, Times New Roman, 12 point.
- Text typewritten, double-spaced with footnotes at bottom of page. No endnotes please. Type manuscript flush left, not justified. No auto-hyphenation.
- Margins one-inch all around with pagination at bottom of each page.
- Number the pages and footnotes consecutively.
- Block quotations of 50 words or more should be single-spaced, indented 1" from both margins, with no quote marks around the text, footnote immediately following.
- Footnotes must conform to the New Mexico Law Review's official citation format: *The Bluebook: A Uniform System of Citation, 20th Edition*. Each footnote must be complete. Footnotes should be double-spaced, using 12 point Times New Roman font, and not justified.
- Title and author name(s) must appear on the first page of text. A brief author's biographical note (1-3 sentences) should be included as the first footnote.

- Tab set at 0.5-inch to indent the beginning of each paragraph and after period of letter/number in headings.
- Do a thorough spelling and grammar check before submission.
- Extensive mathematical formulae, as much as possible, should be placed in the footnotes rather than in the text.
- Tables may be submitted in place in your file, but please see "Artwork" below for further info about these and any other non-text material or images.
- All footnotes be properly linked to text using Word's footnote preparation function. To ensure automatic updating (as footnotes are often moved/added/deleted in the editing process), we ask that all cross-references (supra and infra ) within the notes be linked as well.

## Tables and Figures

Permissions & credit: Tables and any other non-text material or images **MUST** be accompanied with complete source information and permissions credit. If the info is supplied in a footnote, please confirm that to us separately.

Format (figures, tables, diagrams, or photos): All art must be referred to in the text, and footnoted if appropriate; if its location adjacent to specific text is critical, please provide that info. **Note:** Pick-ups from a Website are generally NOT good enough quality for print; neither are most multi-color/patterned charts created in Word. Familiarity with your art files early in the publication process is key to quality reproduction. All art must be supplied in reproducible, camera-ready format, ideally as individual files (JPEG or PDF formats at 150–300 DPI resolution). Maximum size: 5" x 7.75" with all headings and notes within those dimensions. Consider our print page size with all headings and notes within those dimensions, if you are submitting tables.

## Standard References

Journal articles follow a standard legal "outline"-style structure; primary sections are called "Parts" and are numbered consecutively with Roman numerals.

- Refer to *The Bluebook: A Uniform System of Citation (20th Edition)*, available from the Harvard Law Review Association, for proper legal citations and style questions. All footnote citations for each article in the NMLR must conform to The Bluebook.
- Refer to *The Redbook* for grammar and style questions.

- Use *Webster's Ninth or Tenth New Collegiate Dictionary* or *Webster's Third New International Dictionary* (unabridged) to check spellings, hyphenations, and usage questions.
- For style and format, Journal articles are rigorously prepared to comply with Bluebook rules (a few examples are supplied below), although non-traditional notes may default to the Guide to Foreign and International Legal Citations (2nd ed.).

**Book:** DEBORAH L. RHODE, JUSTICE AND GENDER 56 (1989).

**Article:** Felix Frankfurter, Some Reflections on the Reading of Statutes, 47 COLUM. L. REV. 527 (1947).

**Case:** City of Burbank v. Lockheed Air Terminal, 411 U.S. 624, 626 (1973).

**Statute:** National Environmental Policy Act of 1969 § 101(a), 42 U.S.C. § 4331 (1970).

**Report:** HOUSE COMM. ON UN-AMERICAN ACTIVITIES, GUIDE TO SUBVERSIVE

**Organizations and Publications:** H.R. Doc. No. 82-137, at 12 (1951).

## Accepted Manuscript

Upon acceptance of a manuscript for publication, authors must sign a Publication Agreement with the New Mexico Law Review. Authors may submit the final manuscript by Email in MS Word format. Please do not use automatic formatting, auto-hyphenation, style sheets, or outline functions. Contact our office if you do not have a compatible format.