

Drafting Guidelines

Insights – Blog entries

World limit

Our policy recommends having blog entries around 1000 words. However, if you wish you can write more. Please do not exceed the word limit of 1700 words.

Language

Articles can be either in English or in Portuguese. Very short articles may be provided in both languages. When writing in English, please use British English.

Titles

Use an appropriate title and subtitle to best reflect your idea and to help promote the article. Note that following review, the editing team may decide to change the title.

Minimum context & structure requirement

When the size of the document permits, include at least an introduction and a conclusion. The text should not include any advertisement of products or services nor any affiliated links.

Style

It is important that you write for a general audience. It is also important that your work is presented in a professional fashion.

The articles should be clear, succinct and logical. Complicated sentences should be kept to a minimum, and long paragraphs should be avoided as they can confuse readers. Use simple language and avoid needless words.

Use numbering to facilitate readability.

Use subheadings to organize the body of the article. You do not need to number those subheadings, but you can use bold to indicate them.

The article should start with a sentence that catches the reader's attention. The first sentence will help the reader decide whether the article is worth reading.

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Refencing style

Note: Considering the size of the contributions, extensive citations and bibliography are not necessary. Therefore, [avoid footnotes](#) as a citation method to the extent possible. As a general rule, when you are referring to news or to other [publicly accessible sources](#) insert the [link](#) to the source directly in the body of the text, instead of a footnote.

Nonetheless, when required (usually when you are referencing a not publicly available source e.g. books or journals), please follow the referencing rules described below. Please note that due to the website's theme, once your article is published, the footnotes will appear as endnotes.

The referencing style used by WhatNext.Law is Oxford University Standard for the citation of Legal Authorities (**OSCOLA**). You can find a detailed guide [here](#) and a quick reference guide with examples can be found [here](#). Specifically, for the most used citations:

Book	Author's name and surname, title of the book in italics, year of publication (editions if available) and publisher in parenthesis, page(s) Example: Gareth Jones, <i>Goff and Jones: The Law of Restitution</i> (7th edn, Sweet & Maxwell 2009) 200
Journal	Author's name and surname, title in quotation marks, year of publication in parenthesis, journal name, volume and issue, the page that the article starts at, page of reference, link to the article if available and date of access Example: Graham Greenleaf, 'The Global Development of Free Access to Legal Information' (2010) 1(1) EJLT, 5 < http://ejlt.org//article/view/17 > accessed 27 July 2010.
EU legislations	Type of legislation (EC/EU) number, name of regulation, in parenthesis any abbreviation, year of regulation in square brackets, Official Journal Legislation (OJ L) number, and article number Example: Council Regulation (EC) 139/2004 on the control of concentrations between undertakings (EC Merger Regulation) [2004] OJ L24/1, art 5

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**EU case
law**

Case, case number, name of the case / parties of the case, in square brackets the year of the case, European Court Reports (ECR) number, paragraph numbers.

Example: Case C-176/03 Commission v Council [2005] ECR I-7879, paras 47-48

Graphs, figures, tables and images: The source of graphs, figures, tables and images should be stated, including the link. It is at the editor's discretion whether these graphs, figures, tables and images will be published.

Keywords

When submitting your article please provide three (3) to 5 (five) keywords which describe the topic and subject. These keywords will be used as tags in your article, once published. Note that following review, the editing team may decide to change the keywords.

Excerpt

When submitting your article please provide a short summary no more than 20-25 words describing the topic of your article. The excerpt should be in the language of your article. This will be displayed under the title of your article in the front page of the Insights section of the website.

Submission and review method

To submit your article, you need to send your document in word format, together with the [keywords](#) and [summary](#) to info@whatnext.law. Please use the template document provided to you.

Your contribution will be published following review of the editing team.

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