

Media & Arts Law Review

Note to Contributors

The Media & Arts Law Review publishes four times a year, such issues constituting a volume. The review publishes articles (usually between 4,000 and 15,000 words) and shorter case notes, update reports, book reviews and conference reports. Articles submitted to the Media & Arts Law Review are refereed by an academic or professional peer of the author.

Manuscripts (including footnotes) should be typewritten, double spaced, all quotations being clearly indicated and referenced. The identity of the author should not appear in the body of a submitted article, but the relevant details should be attached to the article. Authors should also provide an abstract of approximately 100 words with a submitted article. All manuscripts submitted to the Media & Arts Law Review should be original and not be under consideration for another publication.

The editor reserves the right to alter grammatical construction, punctuation and citations to conform with the general style of the publication and accepted grammatical rules of construction. A style guide appears inside the back cover of this issue.

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Contributions that are rejected will be returned to the author, but the publishers cannot accept responsibility for loss or damage to any such manuscripts.

Contributions are welcome and should be sent to the General Editor, Media & Arts Law Review, by email to a.kenyon@unimelb.edu.au; or post to Andrew Kenyon, CMCL, Faculty of Law, University of Melbourne, Victoria 3010, Australia.

Style Guidelines

In preparing material for submission of articles, authors should be guided by the following points.

1. *Manuscript Presentation* All manuscripts should be emailed or submitted on IBM compatible disk. No responsibility will be accepted for return of disks.
2. *Title* Each manuscript should have a title which is both succinct and descriptive.
3. *Abstract* An abstract of no more than 150 words must be supplied at the beginning of each article. The abstract should briefly outline the structure and content of the article and summarise its conclusions.
4. *Footnotes* These should be numbered consecutively throughout. All bibliographical details, case citations etc should be contained in the footnotes and not in the text. Footnotes should not be used to make substantive points.

5. References and Citations

Cases

The full citation of a case should always be used when a case is first mentioned eg, *Smith v Brown* (1983) 6 ALR 100. Note that full points should not be used. Media neutral citations should be included in unreported cases eg, *A V Jennings Ltd v Thomas* [2004] NSWCA 309 (unreported, 1 November 2004, BC200407377); *Alsalih v Manager Baxter Immigration Detention Facility* [2004] FCA 352 (unreported, Selway J, 30 March 2004, BC200401410).

- Where a case is mentioned frequently it may be given an abbreviated title, eg, *Smith's* case.
- Page references other than to the initial page in reports are preceded by 'at', eg, *Smith v Brown* [1972] 2 All ER 100 at 106, or at 106–7.

Books Initial references to books are as follows: H Luntz and D Hambly, *Torts: Cases and Commentary*, 5th ed, LexisNexis Butterworths, Sydney, 2002, p 2.

- Subsequent references should appear as Luntz and Hambly, above n 3, p 43.

Chapters within Books

R R S Tracey, 'Individual Rights in Industry', in D W Rawson and C Fisher (Eds), *Changing Industrial Law*, Croom Helm, Sydney, 1984, p 10.

Journal Articles

- Initial references to journal articles are as follows: M Christie, 'Legal Duties and Liabilities of Federal Union Officials' (1986) 15 *MULR* 591. Page references other than to the initial page are preceded by 'at' eg, '591 at 594'. Note that journal names should be italicised.
- Subsequent references should appear as: Christie, above n 5, at 594.

Legislation

- Initial references are to short title, eg, Conciliation and Arbitration Act 1904 (Cth).
- Subsequent references may be descriptive, eg, Conciliation and Arbitration Act.

6. *Capitals* Capital letters should be kept to a minimum and used primarily when referring to proper nouns eg, Supreme Court of NSW or the Human Rights Commission, and thereafter, eg, court, commission.

7. *Autobiographical Notes* Authors are requested to supply details of their full name, academic qualifications and current position as part of the first footnote.

8. *Numbers* For spans of numbers use as few figures as possible, but do not abbreviate numbers between 10 and 19, for example, 28–9, 230–1, 340–51, but 10–11, 214–15.

9. *Language* Authors are advised that the preferred language style is gender-neutral plain English. Latin and foreign phrases should be kept to a minimum and not used where an English-language alternative is appropriate eg, 'above' rather than 'supra'.

10. *Graphics* The use of graphics, tables and flow charts should be kept to a minimum.