

# The Tanganyika Law Society

The Bar Association Of Tanzania Mainland

## TANZANIA LAWYER JOURNAL

### AUTHOR'S GUIDELINES

#### 1) General

- a. All title headings for the articles, case comments and book reviews should be in capital letters and bolded.
- b. Subtitles should be in Arabic numbers e.g. *1. Introduction* if the article does not have subtitles within the titles and if there are sub titles then it should be e.g.:  
*3.0 An Overview on Criminal Law*  
*3.1 Tanzania Penal Code*  
*3.2 Criminal Procedure Code*
- c. Name of the author should be capitalized in each first letter of the name with a\* after the name.
- d. There should be an abstract on each paper and should not exceed 250 words. **This does not apply to case notes and book reviews.**
- e. The heading of the abstract should be in italic form and bolded and indented on the left side below the name of the author.
- f. The abstract should be in Book Antiqua with 11 font size.
- g. There should be four Key Words for every article manuscript below the abstract.
- h. The manuscript shall be typed in Book Antiqua, (Font size 12 and for footnotes it should be font size 10), 1.5 line spacing.

#### 2) Originality

The submission must be an original work of the contributor and must not have been submitted for publication elsewhere, unless an approval is obtained from both the author and the publisher of the original work.

#### 3) Biographical Details

Biographical details of the author shall be starred (\*) and shall precede the footnotes. They shall include the author's current employment, academic and professional qualifications (e.g. LL.B, LL.M or PhD and an Advocate of the High Court), Postal and E-mail addresses and any other pertinent details in the light of the submission.

#### 4) Paper Range

##### i. Comment articles

Manuscripts for comment articles analyzing and commenting on recent cases, legislation and other topical matters must range between 1500 and 3000 words. No footnote shall be allowed in comment articles. References, case citation, legislation and relevant literature should appear in brackets in the main text. All comment articles should be accompanied by a short abstract not exceeding 50 words. The comment must bear the following headings:-

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- Title (descriptive)
- Name/Citation of relevant case/legislation/material
- Legal context
- Facts
- Analysis
- Practical significance

### **ii. Full-length articles**

Manuscripts for full-length articles must range between 5000 and 12,000 words (including footnotes). Each submission must be accompanied by an abstract of between 150- 250 words indicating briefly the overall argument of the author. Four key words must be written immediately below the abstract and footnotes must be kept to the minimum.

### **iii. Book Reviews**

Book reviews may range between 1500 to 4000 words although review articles could be much longer. The title of any book review must take the following format:-

Author/Editor Name, Book Title, Publisher, Year of Publication, ISBN, Number of Pages, Price.

Book reviews should be clear and objective and in particular address these points:-

- The intended audience of the book
- The main argument and objective of the book
- The soundness of the argument and the research methods used
- The strength and weakness of the book as a scholarly piece of work

### **5) Mode of Sending**

Manuscripts should preferably be sent by email. If the manuscript is not sent by e-mail it shall be submitted in both hard copy and electronic format in a flash-disk, or other similar storage device and shall be in MS Word.:

*Secretary, Research and Publications Committee,  
Tanganyika Law Society,  
Plot No. 391, Chato Street, Regent Estate,  
P.O. Box 2148, DAR ES SALAAM  
E-mail: [publication@tls.or.tz](mailto:publication@tls.or.tz)*

### **6) Font Type and Size**

The Manuscript shall be typed in Book Antiqua, font size 12 (footnotes font size 10), 1.5 spacing.

### **7) Mode of Reference/ Citation of Sources**

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Reference and Citation to sources shall adopt Oxford Standard for the Citation of Legal Authorities (OSCOLA).

### **8) Double Blind Peer Review**

All submitted manuscripts shall be subjected to review by anonymous reviewers appointed from a pool of reputable experts in the particular area of law maintained for that purpose by the committee. To ensure a fair and unbiased review, authors shall avoid information in the text that discloses their identity.

### **9) Guidelines to the Authors shall appear on the last pages of the Journal**

10) The Chief Editor shall appoint the reviewers for each submitted manuscript, taking into account the reviewer's expertise and/or experience on the area of law or legal practice which the manuscript addresses.

11) The Chief Editor shall issue detailed guidelines to the reviewer which encourages as much as possible thoroughness and criticism on his/her (reviewers) part and also set a timeline within which the reviewer has to work on a submission.