

The Journal of Law, Social Justice & Global Development

Journal Guidelines & Policies

AUTHORS PLEASE CHECK THIS BEFORE SUBMISSION OF YOUR PAPER.
Submissions may be returned to authors that do not adhere to these guidelines.

Part A: *Summary of submission requirements:*

1: Your submission has not previously been published, nor currently under review of another journal.

2: The submission file is in Microsoft Word document file format, with any submitted files (images, etc.) in high quality JPEG or PDF (300-600dpi).

3: The paper is 1.5 or double spaced in a 12-point sans serif font (like Arial). It uses *italics* (not underlining). All illustrations, figures, and tables have titles and dates, and are positioned in the right place in the text (or their position is identified).

Note: Ensure that FOOTNOTES are not embedded (i.e. at the bottom of the page) but are on a **separate** page (and NOT superscript). We allow either footnotes or endnotes, and also a general bibliography of up to 500 words after a References section.

4: The appropriate copyright confirmation and permissions have been submitted with ALL items in or appended to your submission.

5: Any URLs and hyperlinks are active and supplied for all references.

6: A paper's citations, references and/or bibliography is in **Harvard style** and is correctly punctuated throughout [i.e. not cut and pasted from other papers featuring other styles]. *See below for full Guidelines with examples.*

7: The author's name(s) and institutional or professional identification is NOT on the front title page of the paper, but on a *cover sheet* -- to ensure anonymity in peer-review.

The Journal of Law, Social Justice & Global Development

8. The author(s) signature is put to this statement:

“I am the author and owner of the copyright in the article and/or I have the authority of the authors and owners of the copyright in the article to make this agreement. I have exercised professional discretion and taken all possible steps to ensure that my submission is original, and does not break any law or Intellectual Property Right, or contain any material confidential or compromising to a third party. If my submission includes substantial subsidiary material owned by third-party copyright holders, I have sought and obtained permission to include it in the article for publication under the conditions outlined in the journal's Copyright Statement”.

[This statement is to be cut and pasted onto every abstract – submission via institutional email will be considered the equivalent of a signature].

Part B: Full Journal Guidelines and Policies

1: General Information

Articles for publication will normally be **6 -- 10,000 words in length**. This excludes footnotes, references or endnotes. Authors may NOT submit paper (hard) copies – the Journal requires Word documents, by email or file transfer (with cover email notifying us of the author's details).

If you are submitting a **revised manuscript**, please include your responses to the reviewers' comments as part of a cover letter file. When submitting a revised manuscript with figures, include all figures, even if they have not changed since the previous version.

Copyright [see also full *Journal* copyright statement on the journal's website]: The author retains ownership of the original manuscript and its use of IP or copyrighted material that is the property of others. It is the responsibility of the author to confirm that all materials submitted are subject to copyright or ownership rights, e.g. figures, tables, photographs, illustrations, trade literature and data.

Permissions from third parties to reproduce any such items must be included in the first submission of a paper for peer review.

The Journal of Law, Social Justice & Global Development

Furthermore, add necessary acknowledgments to the first submission, preferably in the form of an **Acknowledgments** section at the end of the paper. Credit the source and copyright of photographs, figures, illustrations etc. in the accompanying captions.

2: Abstracts and Keywords

Please include as clearly stated, the title of your paper, and an abstract of your article content of around 250 words. All selected articles will appear with the abstract included, and the abstract will be used in any publicity, listserves or databases the *Journal* uses. A list of keywords (between 4-8) must also be included below the abstract.

3: Links to External Sources

The Journal Editorial Production Team will facilitate your submission. They will provide hypertext mark-up for articles. However, contributors may, if they wish, insert their own hypertext links, including cross references to other materials on the internet using their URL addresses. These links should not be placed in footnotes but within the body of the article in brackets after the words that are to be linked to them. All links should also appear in a Links section that should appear after the References section.

A Links section may be sub-divided into Materials, Organisations and People.

4: Referencing Style

The Journal uses Harvard in-text citation style with a reference list in endnotes. We have included the following examples regarding citation and referencing as a quick-guide, but please see the University of Warwick's Guidelines on the Harvard Style for full information.

FOOTNOTES must not be embedded (i.e. at the bottom of the page), but on a separate page (and NOT superscript).

The Journal of Law, Social Justice & Global Development

5: Citations

The *Journal* uses Harvard style referencing and citations. This consist of author or editor family names and the date of publication of an item. *One of two forms may be used:*

- Robertson (1989) considers how to run a ...
- One commentator (Robertson 1989) has looked at ...
- In his much debated article 'Development and Cultural Identity' (1989) Robertson asserted that ...

Where quoting directly from a work, or referring to particular pages, please provide the page number(s) after the date:

"How well you select your professional and business advisers will have a direct bearing on your business success" (Gray 1989: 118).

References

We allow either footnotes or endnotes, and also a *general bibliography* of up to 500 words after a *References* section.

a. Books

- Author(s) - family name, initials. (Year) *Italicised Title of book*, (edition -- if necessary), (translator -- if relevant), Place of publication: Publisher.

Examples:

- Anthony, G. (2002) *UK Public Law and European Law*, Oxford: Hart.
- Collins, L., Rogers, T.L.C. and Saravan, L.I. (1999) *Development and Cultural Studies*, (2nd ed.) Harlow: Longman Publishers.

- Mesnard, J-F. (1989) *Cultural Policies and Social Justice* (trans. M. White), Witney: Witney University Press.

The Journal of Law, Social Justice & Global Development

b. Work in edited book

Where a work from an edited collection is cited, references to *both* the individual work and to the collection as a whole should be given.

- Author(s) -- family name, initials. (Year) 'Title of chapter' in editor(s) -- family name, initials, ed(s), *Italicised Title of book*, (edition) Place of publication: Publisher: chapter and/or page numbers.

Examples

- Luck, M. (1991) 'Gender and library work: the limitations of dual labour market theory' in Redclift, N. and Sinclair, M.T., eds. *Working women: international perspectives on labour and gender ideology*, London: Routledge: Chapter Two: 29-43.
- Nustad, K.G. and Sending, O.J. (2000) 'The instrumentalisation of development knowledge', in Stone, D., ed. *Banking on knowledge: the genesis of the global development network*, London: Routledge: 44-62.

c. Edited book

- Editor(s) - family name, initials, ed(s). (Year) *Italicised Title of book*, (edition) Place of publication: Publisher.

Examples

- Redclift, N. and Sinclair, M.T., eds. (1991) *Working women: international perspectives on labour and gender ideology*, (Second edition) London: Routledge.
- Stone, D., ed. (2000) *Banking on knowledge: the genesis of the global development network*, London: Routledge.

d. Journal article (use for print journal and electronic reproductions of print)

- Author(s) - family name, initials. (Year), 'Title of article', *Journal title*, volume (issue number), Page number(s).

The Journal of Law, Social Justice & Global Development

Examples

- Metcalfe, A., Diaz, V. and Wagoner, R. (2003) 'Academe, technology, society, and the market: four frames of reference for copyright and fair use', *Portal: Libraries and the Academy*, 3(2): 191-206.
- Stadler, J., *et al.* (2000) 'Exotic plant species invade diversity hot spots: the alien flora of northwestern Kenya', *Ecography*, 23(2): 169-176.

e. Other items:

Unpublished manuscripts, e.g.

Childs, M. L. (2010) 'The Mexican Border Development Agency in Context', Unpublished manuscript, University of Witney (state, Country).

Films and video, e.g.

Borderlands and Subcultures (2011) Directed by Mike Robertson [Documentary: 116 minutes], York, England: Edgeray Film Productions.

A reference to a video (or even image), requires a URL source (the website hosting the video). Example:

School of International Development, University of East Anglia (2012) 'What is International Development?

https://www.youtube.com/watch?v=l26W3Xi_pGQ

[accessed 18th February, 2016].

In all citations of the internet, a 'last accessed' date should always be included.

Magazines or newspaper article

Without author

New York Times (2011) 'The Current Conflicts of Development Aid', September 17.

With author

Soames, D. (2007) 'The Middle East Crisis of Cultural Identity', *Times Today*, November 11: 21.

The Journal of Law, Social Justice & Global Development

Stable URL

Rauch, A. (1996) 'Saving Philosophy in Cultural Studies: The Case of Mother Wit', *Postmodern Culture* 7(1).

http://muse.jhu.edu/journals/postmodern_culture/v007/7.1rauch.html.
[accessed 18th February, 2016].

Dissertation

Robertson, M.J. (2012) 'The Historical Emergence of Identity Politics in UNDP Global Aid Strategy, 1995-2005', PhD Dissertation, University of Witney (state, country).

Conference paper

Jones, A. (2015) 'Post-Truth Development Strategy', (conference paper), The Fifth Congress for Legal Professionals in Development Agencies, London, 18th June.

Published case

UN Security Council (2000) United Nations Security Council Resolution 11902 on Cultural Rights, Peace and Security (S/Res/1Z29), New York: United Nations.

Online references

If an online reference has a title, a named author (including organisations), and a date of publication, and is a piece published in an online journal, newspaper, blog, organisational website or online publication, it should be cited in the text like a printed reference, and included in the list of references at the end of the article.

Ewart-James, J. (2017) 'Without knowledge there can be no progress in the fight against modern slavery', 10 January. Available at:

<https://www.opendemocracy.net/beyondslavery/joanna-ewart-james/without-knowledge-there-can-be-no-progress-in-fight-against-modern->
[accessed 18th February, 2016].

Other kinds of online reference (e.g. social media sites, links to videos or images, web forums) should be published as Endnotes and not with references, and should include the name of the piece (if applicable) and the name of the website, as well as the link.

For example:

1: Twitter post, twitter.com/FEMENSWE/status/371750396538396672, last accessed 13 February 2014.

2: 'Global politics and Sri Lanka in 2016', at LSE Blogs, <http://blogs.lse.ac.uk/internationaldevelopment/2017/01/06/global-politics-and-sri-lanka-in-2016/>

[accessed 18th February, 2016].

The Journal of Law, Social Justice & Global Development

6. Miscellaneous

Single rather than double quotation marks should be used in citations, references and bibliographies.

Spelling should comply with British, not American forms, e.g. colour not color, or -ise, not -ize, as in 'nationalise'.

The numbers one to twelve, and "percent", are to be spelled out in full.

e.g. The twelve people in the project team counted as only 10 percent of the workforce.... -- not, the twelve people in the project team counted as only 10% of the workforce.....

7. Submission of Articles

Submissions are accepted ONLY in Word (Microsoft or Word for Mac). All submissions should be sent by email to the Editorial Production Team Manager with the email address supplied on the website or last issue of the journal.

The Editorial Production Team will assist contributors with special features such as graphics, graphic images, and diagrams. The authors' own prepared graphic images must be supplied in Word, or JPEG form. Photographs must be supplied as high resolution PDF (300-600dpi), depending on the size you wish it to be reproduced (300dpi is normal for half or quarter size of the page; 600dpi for a whole or double page-sized photo image).

Each illustration, table and figure should be uploaded separately (and be numbered for identification) and their position within the text clearly indicated by referring to 'Table 1' or 'Figure 1', never to 'the table below' or 'the above figure'. Provide typed captions (including sources and acknowledgements) at the end of the main document.op

File Compression and Archives: If you have more than two files to send (e.g., manuscript, figures, biography and cover page), we recommend you combine these files into an archive, so you send only a single file when submitting the manuscript. Applications for Mac OS (such as Stuffit) and Windows (such as WinZip) support the formats listed below.

The Journal of Law, Social Justice & Global Development

The following archive formats may be used:

Windows or Unix zip (e.g., "archive.zip")

Unix tar (e.g., "archive.tar" or compressed with a gzip as "archive.tar.gz" or "archive.tgz")

Your paper could be used in the following **Abstractors and Indexers**:

Academic Search Alumni Edition, Academic Search Complete, Academic Search Elite, Academic Search Premier, Anthropological Literature, Arts & Humanities Citation Index, CAB Abstracts, Communication and Mass Media Complete, Contemporary Culture Index, Current Contents - Arts & Humanities, Current Contents - Social & Behavioral Sciences, Humanities Abstracts, Humanities Full Text, Humanities International Complete, Humanities International Index, Humanities Source, IBZ Online, International Political Science Abstracts, Literature Online, Magazines for Libraries, MLA International Bibliography, OmniFile Full Text Mega, ProQuest Central, ProQuest Research Library, Scopus, Social Sciences Citation Index, SocINDEX, Sociological Abstracts, Worldwide Political Science Abstracts.

Journal Policies

(i) Peer Review process and procedures

All submissions accepted in principle by the editor(s) are considered and selected for double-blind Peer Review. *Submissions that do not in harmony with the values and ethical commitments of the journal will be declined.* In the reviewing process, one reviewer is typically an editor or a representative of the journal (its policies and standards) and the other is an independent expert in the relevant subject. The criteria for reviewing is qualitative and based on the following criteria:

- Linguistic and conceptual clarity, presentation and organisation.
- Coherence of the analysis, claims or argument.
- Relevance and appropriateness of the subject, claims or argument to the issue or the Journal.
- The originality or significance of the research, and its engagement with the Journal's readership.

Only research articles will be double-blind Peer Reviewed (shorter reviews, reports, commentary or notices will be subject to the executive attention of the editor). *The Journal's double-blind Peer Review process is closed* -- reviewers will not be informed of the author's details, and themselves will remain anonymous to the author. Authors can be assured that our peer review membership represents a considerable range of ability and professional experience.

The Peer Review process takes between 4-6 weeks: the issue will specify the time required for resubmission. Reviewers are asked to provide formative comments, even where an article is declined.

The Journal of Law, Social Justice & Global Development

The issue editor can award an author a certificate of acceptance in principle, if the article is considered 'under review' by the Journal's Peer Review.

(ii) Licensing and Copyright

The Journal's copyright operates on two levels -- in relation to the Journal and the distribution (in whole or part), and as a notice for authors to ensure that their submission is copyright free or copyright cleared.

For authors who publish with this Journal, agree to the following terms:

- Contributing authors of the *Journal of Law, Social Justice and Global Development* retain copyright of their work, but grant the Journal right of first publication (and, as above, the work remains licensed under a Creative Commons Attribution Non-Commercial Share Alike License, which allows third party contributors to share or distribute the work -- acknowledging authorship and publication, outside any commercial arrangement, and with any derivative entity sharing in the same license conditions).
- Contributing authors of the *Journal of Law, Social Justice and Global Development* are free to enter into separate, additional contractual arrangements

for the non-exclusive distribution of the unpublished version of the work (e.g., post it in Word document form to their university's institutional repository for public access, or to have it re-printed in a book): however, and re-publication must acknowledge its initial publication in the *Journal of Law, Social Justice and Global Development*.

- Contributing authors of the *Journal of Law, Social Justice and Global Development* are free to distribute their article online in other formats (e.g., institutional repositories, blog sites or an organisation's website) but only on completion of the Journal's Peer Review process.

The Journal: except as otherwise agreed, copyright for all submissions in the form of the manuscript submitted, remains with the author(s) (or agents to which the authors have contractually transferred their copyright). The submissions in the form published by the *Journal of Law, Social Justice and Global Development* -- a published PDF article, for example -- remains the copyright of the journal. The journal will maintain the right to republish the submission in any form, while respecting any enduring copyright agreement the author(s) have with any third parties (for example, owners of images, or authors of diagrams). The journal will not engage in any republication of material without the prior notification of the author(s).

(iii) Ethics

Originality and Transparency in Submission: All submissions are considered a declaration of honesty and probity with regards authorship, origin, originality and proposed conclusions. If a submission has been previously submitted to a journal

The Journal of Law, Social Justice & Global Development

or published before, in whole or in part, then this must be clearly declared. It must also be declared if the research is currently under the review of another journal.

The appropriate copyright confirmation and permissions must be submitted for ALL items included as part of the research submission.

Conflict of Interests: On the occasion of an author, their organisation or institution, has maintained some existing or past relationship, financial or otherwise, with any individual, group or organization that could influence the interpretation or conclusions of the submitted research, this must be clearly declared in the abstract of the submission, and if substantial, further qualified in the endnotes or an 'acknowledgements' section. *This includes:*

- (i) research groups and networks;
- (ii) funders;
- (iii) employers or employees;
- (iv) sponsoring agencies;
- (v) any department or agency within the researcher's orbit of activity;

All potential conflicts of interest must be disclosed to the issue editors (or, if confidential, the Journal's Editor's-in-Chief). If third party individuals or organisations are implicated in the submitted research, or will experience in some tangible or intangible way the implications of the research as published, then this must be disclosed to the Journal's Editor's-in-Chief.

Statement of Informed Consent: all contributors to the submitted research must be acknowledged in terms of their full name, position and role in the research. All third party individuals or organisations who are subject to critical scrutiny must be fully identified in a manner that is respectful and using proper titles or official designations. The use of anonymity must not conceal evidence or lack of, and the implications of anonymity must be acknowledged in the research conclusions. Anonymity must not distort analysis or interpretation, or be used in the event of a failure to obtain the requisite permissions.

Ethics/Institutional Review Board Approval of Research: If the submitted research has been subject to the approval of an institutional or organisation's ethics approval, this must be declared with places and dates given. If ethics approval was sought and not obtained from the relevant body, this must be declared and explained to the Journal's Editor's-in-Chief, who will make an executive decision on whether this presents a significant factor on the acceptance of the research for publication.

Human Rights, Civil Liberties and Cultural Rights: *The Journal of Law, Social Justice and Global Development* will not publish any submission of research that disregards or violates the standards of scientific, intellectual, social and cultural conduct as proposed by the various UN declarations and conventions on human rights, civil liberties and cultural rights. This does not preclude a radical critique of such, but all forms of critique must be justified and provide transparent articulation

The Journal of Law, Social Justice & Global Development

of both the motivations and analyses that underpins such a critical stance to ethical norms.

(iv) Open Access Policy

The Journal's articles are issued under the terms of the Creative Commons Attribution Non-Commercial Share Alike License. This allows a use and redistribution of each article provided that the journal and author or any other significant source (a cited funder or sponsor) are duly credited. The article must not be traded or used for commercial purposes, and that any material entity derived from this article must be made available under the same license terms.

The Journal website: **www.lgdjournal.org**

1. Terms of Use

As a user or browser of this website, you are agreeing to comply with and be bound by the following terms and conditions of use, which along with privacy policy below, govern the Journal's relationship to you with regard this website, its download materials and services. If you disagree with any part of these terms and conditions, please do not use our website.

The Journal is a non-profit unincorporated entity, and in using its services your statutory rights are not effected. The use of this website is nonetheless subject to the following terms of use:

The content of this website, its pages and materials, is available free of charge and for your general information and use, only. It is subject to change without notice.

This website uses cookies and employs Google Analytics with which to monitor browsing preferences. If you allow cookies to be used, user information may be stored by us for use by third parties, but we will not intentionally share or distribute such data for any commercial reason.

This website and its owners nor any third parties provide any warranty or guarantee as to the accuracy or suitability of the information, research or materials obtainable on the website. Our Peer Review and editorial policies aim to provide high quality information, research and materials, but by using this website you acknowledge that such information, research and materials may contain inaccuracies or errors. The website or its owners are not liable for any damages or implications following from the inaccuracies or errors contained in any information, research and materials on this website.

The user must ensure that any information, research and materials on this website is entirely at the user's own risk. It is the responsibility of the user to ensure that any information, research and materials available through this website meets your specific requirements.

The Journal of Law, Social Justice & Global Development

The Journal website contains material which is owned by or licensed to us. This includes, but is not limited to, the design, layout, look, appearance and graphic architecture of the site. Any form of reproduction of this website or its pages and materials is prohibited, other than in accordance with legal copyright freedoms and express permissions from the Journal and its owners.

Any brands, trademarks or logo reproductions used on this website or its products, which are not the property, or licensed to, the operator, will be acknowledged on the website.

The unauthorised, criminal or damaging use of this website may give rise to a legal claim for financial recompense.

The Journal website will include external links (to other websites to which the Journal is not connected). These external links are provided in accordance with the aims of the Journal, and do not signify that we endorse the indicated websites. We accept no responsibility for the content of external links, or of recommended websites.

This website is hosted by 123Reg and uses a Wordpress CMS. It is registered in England, and the use of this website (and any disputes arising out of such) is subject to the laws of England, Northern Ireland, Scotland and Wales.

2: Privacy policy

The Journal's website and its owners take user privacy seriously, and have ensured that all available protects of privacy for its users are implemented. The website complies to all UK national laws and requirements for user privacy.

Any user who digitally communicated with the website and/or its owners does so at their own discretion. If they provide personal details, whether requested or not, they do so at their own risk. However, any personal or organisational information entering or retained by the Journal's website is not used for anything other than the aims of the website in benefitting its community with knowledge. No other use of made of personal or organisational information, and it is not handed to any third party or even other related academic bodies in the University. All information and data is kept private and stored securely, until as detailed in the Data Protection Act 1998, it will be destroyed. All efforts will be continually made to ensure that this website is safe and secure for all forms of information (contacts, blogs, unloads, announcements, submissions, etc.). The information stored on this website will be used by the operatives of this website, who are often students of the University. They are briefed and operate supervised, within a code of conduct, and cannot append any device or their own information storage facility. Regular checks on operative conduct are made and recorded. The information is used to identify its users, and to contact or provide them with material or other information relevant to their express interests in the subject and aims of the project.

External Links: the Journal's website will provide information on other related projects and organisations, and will often do so through external links. Users of

The Journal of Law, Social Justice & Global Development

this website are advised to adopt a policy of caution before activating an external link. This Journal website cannot guarantee that the content of all provided external links are in the explicit interests of its users, or will not at times be entirely

beneficial or safe. The website and its owners cannot be held liable for any damages or implications generated by unsafe links. However, all links are subject to routine checking for live functionality, authenticity and safety.

Adverts and Sponsored External Links: the Journal website may contain sponsored links and advertisements. If such links are commercial in nature, they are only ever serving the aims of the Journal and its broader projects of research and development support. Commercial trade may be beneficial, but will never be used for profit. Advertising agents or partners may indeed be seeking profit, but this will be made clear to users, and their offers will be inspected by the editorial management of the Journal prior to appearing.

Social Media Platforms: various communications, actions and engagements undertaken through external social media platforms used by this website and its owners, are based on the same terms and conditions of use and privacy policies stated here. Users are advised to use such social media platforms with discretion, as the website and its owners cannot in any way be responsible for the implications or effects of the social media activity of its users. Users must understand that an engagement with social media platforms through this website might result in the social media platform obtaining personal data and information on the user. The Journal website cannot police this activity, as much of this is internal to the technology of internet and social media. Furthermore, the website or its owners will never request personal or particular information through any social media platform -- other than validated sources of communication (such as institutional e-mail).

The Journal website may also use social sharing facilities -- buttons that activate a sharing of web content directly from web pages to social media platforms. Users must understand that using such social sharing buttons is at their own risk, and the social media platform in question may retain data from this activity and track your further activity.

Shortened Links for Social Media platforms and devices: this website and its owners may often use their own individual or corporate social media platform accounts to share content (such as disseminate the content of an abstract, or argument, or may share web links to relevant web pages). By default, some social media platforms can shorten lengthy URLs or even titles given to published research material. Users must take caution before activating shortened URLs, as these are often exploited and link to other, non-relevant or alien, website or media platforms. Social media platforms are prone to spam and hacking: this website and its owners will not be liable for any any damage or adverse implications generated by activating shortened links, or mistaken or bogus imitations of shortened links.

The Journal of Law, Social Justice & Global Development

Cookies: The Journal website uses a number of different cookies, and as with most websites, by using the site you are agreeing to this policy and the way the website uses cookies in accordance with its terms. A cookie is a small text document, uniquely identified, passed from one computer to another via a permission that is often automatically discharged by the computer. The cookie is stored on the hard drive to aid the current and future functionality of the website that provided them. For more information, consult: <http://www.aboutcookies.org.uk>.

The Journal website will only use cookies for the better function of the site, and delivery of your requested material and your ease of use. You can, of course, change the privacy settings of your browser to refuse our cookies, or indeed browse the site using an incognito setting (such as 'Private Browsing' in Firefox and Safari). However, blocking cookies will prevent you from using or even seeing some content. And as with our advice on your use of third party social media platforms above, cookies may transfer from third party sites. All of our cookies -- first party cookies -- are regulated and checked for safety.

Google Analytics: we use Google Analytics to collect information about visitor behaviour. This is for our development of our site. Google Analytics will survey, store and represent data derived from your navigation, browsing activity, origin and destination, all collated via a JavaScript tag in the pages of our site. It does not interconnect with personally identifiable information on you. This website does not collate or store personal information (such as your name and address) using Google Analytics. We may also implement Google Analytics features with advertising information for Google Analytics Demographics and Interest Reporting.

Google's own privacy policy can be found here: <https://www.google.co.uk/intl/en-GB/policies/privacy/>

If you want to opt out of Google Analytics for Display Advertising, to prevent your data from being used by Google Analytics, please go to the Google Analytics opt-out page.

J.Vickery
01 June 2018