

## **PREPARATION OF THE FINAL TYPESCRIPT FOR *THE ECONOMIC JOURNAL***

In order to make the reading and typesetting of **The Economic Journal** as straightforward as possible, we have evolved a common house style which we apply to all articles and notes. Our main general requirements are set out in the “Notes to Contributors” which you will find on the last page of any recent issue of **The Journal**. Our preferred style is set out in greater detail in the checklist below - if this leaves you in any doubt, please refer to recent issues of **The Journal** or contact the Managing Coordinating Editor at the above address.

**PLEASE SEND ELECTRONIC COPIES OF YOUR TYPESCRIPT IN A PDF VERSION AND A READILY EDITABLE VERSION (E.G. LaTeX OR WORD). These may be sent directly to [econjournal@london.edu](mailto:econjournal@london.edu) or on a CD which is then posted to the office.**

**PLEASE CHECK THAT THE REFERENCES CONFORM TO THE HOUSE STYLE.**

**PLEASE INCLUDE THE EMAIL ADDRESS ON THE FRONT COVER OF THE AUTHOR DEALING WITH THE PROOFS. THE PROOFS WILL BE SENT ELECTRONICALLY.**

### **CHECKLIST**

#### **Sections**

1. Should be consecutively numbered in arabic numbers (not roman numerals).
2. Should preferably have short titles in bold initial capitals and lower case.
3. The first few paragraphs by way of introduction do not usually require any section number or title.
4. The first level of sub-section is displayed in italics (initial capitals and lower case) beginning at the left-hand side of the line. If “numbering” is required, please use arabic numbers eg 2.1.
5. The second level of sub-section is in italics but not displayed. If “numbering” is required, use arabic numbers, these should not be underlined eg 2.1.1.

#### **Tables**

6. Should have titles (short).
7. Should be consecutively numbered 1, 2, 3, etc.
8. Should not require vertical lines.

## Figures

9. Should be abbreviated as “Fig.” in headings but written in full “Figure” in the text.
10. Should be very clear and accurate - they will be copied directly and reduced.
11. Hand-written instructions or clarifications should not be written on the Figure itself, but on a copy.
12. Should have titles (short).
13. Should be numbered consecutively, 1, 2, 3, etc.

## Mathematics

14. Numbers less than 1 but greater than -1 must have 0 before the decimal point.
15. Equations should be numbered in a single sequence (1), (2), on the right-hand side of the page.
16. Algebra should include punctuation.
17. Make sure expressions are correctly aligned, especially fractions, “=”, subscripts and superscripts; please do not cramp algebra.
18. The order of precedence of brackets is  $\{([()])\}$  and so on.
19. If matrix algebra is employed, please use capitals for matrices, lower case for vectors and scalars (matrices and vectors will be denoted in bold and scalars in italic).  
Transposition is denoted by prime ( $A'$ ).
20. Use obliques where convenient in fractions.
21. Per cent should appear in the text as %.

## English usage

22. English spelling, labour, specialisation, etc., should be used.
23. Abbreviate US and UK.
24. While it is impossible to make any comment on style, please try to avoid such examples as hyphens instead of adjectives, conjunctions as the first word in sentences, split infinitives, etc.

## References

25. In the text these should be Brown (1964), (Brown, 1964) or Brown (1964<sub>a,b</sub>; 1965); where several authors are cited: (Brown, 1964; Green 1964; Orange, 1964,1965). The title etc., of the article/book should occur in a list of references. References to chapters of a book should appear with a lower case “c”, and references to page numbers in the text should be abbreviated to lower case “p.” in brackets. For example: “(p. 20)”.

26. The list of references should be in alphabetical order of author's name and in chronological order for each author.
27. Journals vary considerably in their conventions for listing references. Please ensure you follow these guidelines. The form of the entries in the reference list should be:

#### **For Books**

Name, Initials. (date). Title in italics with liberal use of capital letters but no quotation marks, place of publication: publisher.

#### **For Chapters in Books**

Name, Initials (date). 'Title in Roman with single quotes and no capitals after the first except for proper nouns', in (initials, name, ed.), title in italics with liberal use of capital letters but no quotation marks, pp. abcd-e, place of publication: publisher,

#### **For Articles**

Name, Initials. (date). 'Title in Roman with single quotes and no capitals after the first except for proper nouns', title of journal in full in italics except **ECONOMIC JOURNAL** in capitals, vol. (no.), (month or quarter), pp. abcd-e.

28. Multiple authors' names in full on each occasion in the list of references, e.g. Name, A., Name, B. and Name, C. But for more than two authors, use Name, A. *et al.* (date) in the text.

An example of the journal is given below:

#### **References**

- Anderson, R. M. and May, R. M. (1991). *Infectious Diseases of Humans*, Oxford: Oxford University Press.
- Brito, D. L., Sheshinski, E. and Intriligator, M. D. (1991). 'Externalities and compulsory vaccinations', *Journal of Public Economics*, vol. 45(1) (June), pp. 69–90.
- Francis, P. J. (1997). 'Dynamic epidemiology and the market for vaccinations', *Journal of Public Economics*, vol. 63(3) (February), pp. 383–406.
- Geoffard, P-Y. and Philipson, T. (1996). 'Rational epidemics and their public control', *International Economic Review*, vol. 37(3) (August), pp. 603–24.
- Gersovitz, M. (2003). 'Births, recoveries, vaccinations and externalities', in (R. J. Arnott *et al.*, eds.), *Essays in Honor of Joseph Stiglitz*, pp. 469–83, Cambridge: MIT Press.
- Gersovitz, M. and Hammer, J. S. (forthcoming a). 'Infectious diseases, public policy, and the marriage of economics and epidemiology', *World Bank Research Observer*.
- Gersovitz, M. and Hammer, J. S. (forthcoming b). 'Tax/subsidy policies toward vector-borne infectious diseases', *Journal of Public Economics*.
- Goldman, S. M. and Lightwood, J. (2002). 'Cost optimization in the SIS model of infectious disease with treatment', *Topics in Economic Analysis & Policy*, vol. 2(1), pp. 1–22.
- Greenhalgh, D. (1988). 'Some results on optimal control applied to epidemics', *Mathematical Biosciences*, vol. 88(2) (April), pp. 125–58.

Hocking, L. M. (1991). *Optimal Control: An Introduction to the Theory with Applications*, Oxford: Clarendon Press.

Kamien, M. I. and Schwartz, N. L. (1981). *Dynamic Optimization: The Calculus of Variations and Optimal Control in Economics and Management*, New York: North Holland.

### **Footnotes**

29. Please avoid using more than a minimum of footnotes; most can be avoided by either incorporation in the text or judicious use of the list of references. Footnotes should appear *after* punctuation where possible. For example: ‘economy.’<sup>2</sup>

### **Pagehead Title**

30. It would be helpful if authors could supply a short form of the title of the paper for use as a pagehead in the **Journal**. This should be no more than 46 letters and spaces, and appear on the front cover of the typescript marked for the attention of the printer.

### **Abstracts**

31. An abstract of up to 100 words is printed at the beginning of each article. Please supply this on the title page of your typescript. Please do *not* exceed 100 words. Also please send a list of the appropriate *JEL* classifications.

### **Submission of Electronic Files**

32. Use one of the common software packages produced on either an IBM compatible or an Apple Macintosh computer operating system. Microsoft Word, WordPerfect or LaTeX are the typesetters’ preferred packages, but they can handle most other common packages. Please do not use Amstrad Locoscript or ChiWriter; these are very difficult to convert efficiently.

If submitting LaTeX, please use the article.sty and 12pt style options. Do not forget to use double spacing. Do not use shorthand definitions in place of standard LaTeX ones (e.g. do not replace `\begin{equation}` with `\be`). If you wish to add additional definitions, please place these in a separate file and add this as an input at the start of the document.

Make sure that the information is input consistently. Do not use hard carriage returns at the end of lines except to indicate the end of a paragraph or the

beginning or end of a heading or section. Use the space bar to move along, rather than the tab key and use only one space after any punctuation. Also be consistent in the amount and positioning of space, for example where an extract or quotation is displayed. It helps the typesetters to eliminate some problems if you use a single left quote mark when you open inverted commas, and single right quote mark when you close them, rather than the automatic replacement of a right quote by a left quote which is available in some word-processing packages.

Please do not include any tables or figures in the main file. Either put these in a separate file after the main text file or provide them as hard camera-ready copy. Please try to supply both tables and figures in a format where they are easy to edit, i.e. not as pictures where both lines and text cannot be altered. The font in figures in particular often has to be altered by the printer so that it remains readable when the size of the figure is changed. Where possible, therefore, text should be separable from the lines on the graph.

If any special characters are used, please provide a file that includes only those characters and a hard copy print-out of them so that the characters can be easily identified and converted. If you have to use a combination of keys to achieve any characters not appearing on your keyboard, please state which keys you used, and be consistent over the order in which you use the keys.

Please make sure your lay-out matches the journal style, as far as is possible. Do not use automatic footnote programs, but cue the footnotes by a superscript number in the text and provide numbered footnotes at the end of the file. Turn off any automatic page numbering and running headlines.

Please pay careful attention to these requirements, particularly those relating to the use of mathematics and **The Economic Journal** system for references and footnotes. **Articles which have been accepted for publication but do not comply with these requirements will have to be returned to authors for correction before they can be sent to the printers.**