

Instructions to Authors of Accepted Manuscripts

In order to publish accepted manuscripts, the *Journal* editors require the author(s) to make one final pass of the manuscript for any minor editorial and formatting corrections. The editors will review the final submission for editorial corrections and formatting issues **and will not proceed with the editing and production of galley proofs until all basic formatting issues are corrected by the author(s)**. A final electronic copy of the accepted manuscript in MS Word will be required. Tables and figures should appear at the end of the text and any endnotes should be converted to footnotes. With respect to tables, authors are to keep in mind the format of the *Journal*. In construction of tables, use the table function in Word, including its alignment options, rather than spaces and tabs, and use the alignment options in Word rather than spaces, tabs, and paragraph marks within table cells. Finally, an electronic version of all figures and graphics must be supplied and be readable or importable by MS Word. Figures can be of any size but need to be easily reducible to 7.5 x 10 inches. All illustrations must have captions. Equations must also be formatted such that they can be edited in MS Word. Inserted images are not sufficient. Equations should be identified by consecutive Arabic numbers in parentheses on the right.

The manuscript should have a single column and be double-spaced. There is no need to try to match the final double-column format and font of the journal; the editor will do that as part of the formatting and table/figure placement process. Indentation for new paragraphs should be done via the paragraph controls in MS Word, and NOT with tabs, and there should not be blank lines between paragraphs. The Journal uses 0.2" indentation for new paragraphs, and it will speed formatting if authors use that convention in manuscripts. Spacing between sentences should be two spaces. Also, please make sure that both **i.e.** and **e.g.** have commas both before and after them. Finally, the serial comma preceding the "and" before the last entry in a list is typically used in the JRAP.

The manuscript must be prepared in outline form using numerals to identify each major section, such as:

1. Introduction
2. Literature Review
3. Methods and Data
4. Data Analysis
5. Conclusions

First level subsections should be listed using sub-numbers (e.g. 1.1, 1.2, etc.). Third level subsections should be offset in *italics*. A 100 to 150 word abstract must also be included along with a suggested running head (title). If desired, acknowledgement should be listed separately at the end of the document. References will be formatted with hanging indents of 0.2". Please do not type in paragraph marks within a single reference, leave blank lines between references, or use tabs in formatting references.

If you would like to see the final format of a typical article, see recently published JRAP articles accessed [here](#).

References and Citations for The Journal of Regional Analysis and Policy

When citing works in the text, use authors' last names and year, e.g., Gunderson and Ng (2006) and Plane and Jurjevich (2008). If the reference is entirely parenthetical, separate author names and years with commas and, for multiple references, separate entries with semicolons: (Lowry, 1964; Rogers, 1967; Plane and Jurjevich, 2008). Page references should be parenthetical, e.g., Johnson (2003, 13-14) or "as reported in Johnson (2003) ..." (pp. 13-14)." Use **et al.** only when a work has **three or more** authors. If you consider it important that all authors are listed for three- or four-author papers, that is acceptable, but **et al.** should definitely be used for five or more authors. Please be certain that you include the period after **et al.** Despite the Latin origins, et al. is often not italicized, which is the convention of the JRAP.

List all references on separate page(s), alphabetized by author's last names, at the end of the manuscript in a section titled "References". This material should be double-spaced with no extra spaces between cited references. Do not use **et al.** in the reference section. For multiple authors, please remember to put the comma after the initials of the first author. Also note that only the first word and proper nouns in individual chapter, article, and paper titles are capitalized, while book and journal names are usually capitalized in a typical title fashion.

Book with one author

Treyz, G.I. 1993. *Regional Economic Modeling: A Systematic Approach to Economic Forecasting and Policy Analysis*. Boston, MA: Kluwer Academic Publishers.

Book with two or more authors

Judge, G.G., W.E. Griffiths, R.C. Hill, H. Luthepohl, and T.C. Lee. 1985. *The Theory and Practice of Econometric*. Second Edition. New York: John Wiley and Sons.

Forthcoming book

Andersson, A.E., B. Harsman, and J.M. Quigley. (forthcoming). *Government for the Future: Unification, Fragmentation and Regionalism*. Amsterdam:North-Holland.

Author in edited book

Sofranko, A.J. 1991. Transitions in rural areas of the Midwest and nation. In N. Walzer (ed.) *Rural Community Economic Development*. New York: Praeger.

Editor as author

Beaulieu, L.J, and D. Mulkey (eds.). 1995. *Investing in People: The Human Capital Needs of Rural America*. Boulder: Westview Press.

Paper delivered at professional meetings and not published

Fulton, G.A., D.R. Grimes, and A.L. Baum. 1984. Industrial location decisions and their impact on the Michigan economy: The Mazda automobile assembly case. Paper presented at the Economic and Social Outlook Conference, University of Michigan, Ann Arbor (November).

Refereed journal article

Conway, R.S. Jr. 1990. The Washington projection and simulation model: A regional interindustry econometric model. *International Regional Science Review* 13(2):141-165.

Article in popular magazine

Schluter, G. 1993. Is the farm income multiplier seven? *Choices*. Fourth Quarter, pp. 36-37.

Forthcoming refereed journal article

Lambert, P. (forthcoming). Parameters of social disintegration. *Political Science Quarterly*.

University departmental publication

Carter, M.R., and J. May. 1999. One kind of freedom: Poverty dynamics in Post-Apartheid Africa. Department of Agricultural and Applied Economics Staff Paper No.427, University of Wisconsin-Madison.

Working paper

Fishbourne, N., and B. Geagh. 1992. Food policies and social supply. Working paper, Department of Agricultural Economics, University of California-Davis.

Unpublished paper

Leatherman, J. 1998. Industrial targeting for the Great Plain States. Unpublished, Department of Agricultural Economics, Kansas State University.

Publication by government agency with no author

U.S. Bureau of the Budget. 1999. *The Budget of the United States Government for Fiscal Year Ending June 30, 2000*. Washington, DC.

Web publication formats are less strictly formatted. As long as the source is clear, little editing is done. If authors are looking for some guidance, previous JRAP articles can be consulted. JRAP editors will often strip off the <http://>, as it is typically unnecessary to the reference.

Examples from the Chicago Manual of Style Online (http://www.chicagomanualofstyle.org/tools_citationguide.html) are shown below, modified to use initials rather than full names and without <http://>.

Book published electronically

For books consulted online, list a URL; include an access date only if one is required by your publisher or discipline. If no fixed page numbers are available, you can include a section title or a chapter or other number.

Austen, J. 2007. *Pride and Prejudice*. New York: Penguin Classics. Kindle edition.

Kurland, P.B., and R. Lerner, eds. 1987. *The Founders' Constitution*. Chicago: University of Chicago Press. press-pubs.uchicago.edu/founders/.

Article in an online journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to <http://dx.doi.org/> in the address bar of an Internet browser, will lead to the source. If no DOI is available, list a URL. Include an access date only if one is required by your publisher or discipline.

Kossinets, G., and D.J. Watts. 2009. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115:405–50. Accessed February 28, 2010. doi:10.1086/599247.

Hlatky, M.A., D. Boothroyd, E. Vittinghoff, P. Sharp, and M. A. Whooley. 2002. Quality-of-life and depressive symptoms in postmenopausal women after receiving hormone therapy: Results from the Heart and Estrogen/Progestin Replacement Study (HERS) trial. *Journal of the American Medical Association* 287, no. 5 (February 6), jama.ama-assn.org/issues/v287n5/rfull/joc10108.html#aainfo (accessed January 7, 2004).

Article in a newspaper or popular magazine

If you consulted the article online, include a URL; include an access date only if your publisher or discipline requires one. If no author is identified, begin the citation with the article title.

Stolberg, S.G., and R. Pear. 2010. "Wary Centrists Posing Challenge in Health Care Vote." *New York Times*, February 27. Accessed February 28, 2010. www.nytimes.com/2010/02/28/us/politics/28health.html.

Book review

Kamp, D. 2006. "Deconstructing Dinner." Review of *The Omnivore's Dilemma: A Natural History of Four Meals*, by M. Pollan. *New York Times*, April 23, Sunday Book Review. www.nytimes.com/2006/04/23/books/review/23kamp.html.

Website

A citation to website content can often be limited to a mention in the text (“As of July 19, 2008, the McDonald’s Corporation listed on its website . . .”). If a more formal citation is desired, it may be styled as in the examples below. Because such content is subject to change, include an access date or, if available, a date that the site was last modified. In the absence of a date of publication, use the access date or last-modified date as the basis of the citation.

Google. 2009. “Google Privacy Policy.” Last modified March 11. www.google.com/intl/en/privacypolicy.html.

McDonald’s Corporation. 2008. “McDonald’s Happy Meal Toy Safety Facts.” Accessed July 19. www.mcdonalds.com/corp/about/factsheets.html.

Blog entry or comment

Blog entries or comments may be cited in running text (“In a comment posted to *The Becker-Posner Blog* on February 23, 2010, . . .”), and they are commonly omitted from a reference list. If a reference list entry is needed, cite the blog post there but mention comments in the text only. (If an access date is required, add it before the URL; see examples elsewhere in this guide.)

Posner, R. 2010. “Double Exports in Five Years?” *The Becker-Posner Blog*, February 21. uchicagolaw.typepad.com/beckerposner/2010/02/double-exports-in-five-years-posner.html.

E-mail or text message

E-mail and text messages may be cited in running text (“In a text message to the author on March 1, 2010, John Doe revealed . . .”), and they are rarely listed in a reference list. In parenthetical citations, the term *personal communication* (or *pers. comm.*) can be used.

(John Doe, e-mail message to author, February 28, 2010)

Item in a commercial database

For items retrieved from a commercial database, add the name of the database and an accession number following the facts of publication. In this example, the dissertation cited above is shown as it would be cited if it were retrieved from ProQuest’s database for dissertations and theses.

Choi, M. 2008. “Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty.” PhD diss., University of Chicago. ProQuest (AAT 3300426).