

# EUROPEAN JOURNAL OF ECONOMICS AND ECONOMIC POLICIES: INTERVENTION

## GUIDELINES FOR AUTHORS OF REFEREED ARTICLES

*European Journal of Economics and Economic Policies: Intervention* welcomes original contributions in the English language. Articles must be written in English (spelling may be either British or American English, as long as this is consistent throughout the paper). Articles are accepted for review on the understanding that the same work has not been and will not be nor is currently submitted for publication elsewhere. All contributors will be required to sign a licence to publish form following acceptance of an article.

Please note the following guidelines as they pertain to the acceptance of your article for the peer review process:

- Articles should not exceed 8000 words in total length. Figures and tables are included in the word count and are counted at 300 words each.
- An abstract of not more than 130 words should indicate the motivation of the work, the method, the most important results and conclusions.
- List some characteristic keywords for your article and state the JEL classifications <[http://www.aeaweb.org/journal/jel\\_class\\_system.html](http://www.aeaweb.org/journal/jel_class_system.html)>.
- Add the following information on a separate sheet or preferably in a separate file: the title of the paper, the names of all authors, one correspondence address including an email address and affiliation as well as the affiliations of any further authors of the article.
- Use only the title of the article as the heading of the submitted typescript, do not add your name/s or address/es. Avoid formulations like 'In my article dating back to 2000 I have already shown ...' to facilitate the anonymous referee process.

If your article is accepted for publication, the following guidelines will have to be observed for publication. If need be, you will receive a list with required corrections. Therefore we recommend that the following guidelines be observed from the very outset:

- **Copyright and permissions:** Permission to reproduce from copyright material is required if the extract quoted exceeds 400 words or a collection of extracts exceeds 800 words. This is only a rough estimation and permission should be sought from the publisher of any published material if in doubt. It is the author's

responsibility to seek written permission for any work in copyright and also to settle any fees which may arise as a result of this. Copyright of material published in the UK lasts for the author's lifetime plus 70 years. Acknowledgement of source, author and publisher must be made. Permissions should be cleared before the article is submitted.

➤ *Illustrations* Permission is required for any tables, diagrams or illustrations copied from published sources, which includes material posted on the internet and screenshots. Acknowledgement of source, author and publisher must be made. Original tables and figures with information drawn from other sources do not need permission but sources must be acknowledged.

- **Libel:** Please ensure that you do not make any defamatory or injurious statement about living persons, institutions or other organizations which could result in libel claims.
- We prefer Rich Text Format (RTF) for the text and vector graphics (e.g. Encapsulated PostScript – EPS) for figures. Please ensure that you save the most recent version of your file. We suggest using the 'Save As ...' option to save the most recent version and naming it with the date the file was created.
- Present your file as simply as possible. Do not do any designing or formatting. Regardless of how smart the text looks on screen, any complex formatting will have to be stripped out. Complex formatting will take up more of your time and will also complicate and delay the production process.
- All text should be ranged left, unjustified and without hyphenation for word division at the ends of lines.
- Use hard carriage returns only to end headings and paragraphs and to signify indents.
- Do not use more than three subdivisions for headings. Do not use too many headings. Every section should contain at least 200 words. Full points are not needed after headings. Do not use underlining or capitals (except for proper nouns) in headings.
- Leave additional spacing above and below section headings and above and below indented quotes.
- Be careful not to key in unnecessary spaces: only one space is necessary at the end of a sentence after a full point.
- One space should be keyed after a comma or other punctuation and before an opening parenthesis. There is no space following full points after initials (Mr J.B. Smith) or between contractions (UK).

- Accents should be retained.
- Commas should be omitted before the final 'and' or 'or' in lists unless the concepts in the list are complicated and the comma aids clarity. Commas are usually unnecessary after adverbial phrases or conjunctions, especially when they begin a sentence – for example: yesterday, however, at last, during the summer.
- Dates should be written 18 August 2012 and decades should be the 2000s without an apostrophe.
- Use footnotes sparingly and only for remarks and comments. Insert superior Arabic figures in the text at the appropriate point.
- Avoid using hyphens wherever possible, unless doing so makes the text confusing.
- Parentheses (round brackets) should be used for simple interpolations, with square brackets used for editorial notes or interpolations in quotations.
- Omit apostrophes in plurals, for example 1950s, MPs.
- Avoid too much emphasis. Italics should be used sparingly for emphasis.
- Replace parochialisms such as 'in this country' or 'this year' with the country name or specific year.
- Try to use gender sensitive formulations.
- Unnumbered lists should not have more than one level; i.e. do not use sub-lists within unnumbered lists.
- Figures and tables should be included in a separate file and in their original formatting. Number them serially and add titles and references to each. Indicate in the typescript where approximately figures and tables should be inserted. Additionally, refer within the text to the figures and tables (for example 'see Figure 1' or 'cf. Table 1'). Do not use colours. Keep in mind that figures and tables might be scaled down for publication and therefore use sufficient type sizes.
- For quotations and references use American citations:

One author: (Akerlof 1982: 543)

Two authors: (Akerlof/Yellen 1990: 270)

Three or more authors: (Akerlof et al. 1996: 299)

- Quotations/extracts must be an exact reproduction of the original in both spelling and punctuation even if this conflicts with journal style. Use single quotes for extracts in the text of less than 50 words in length and double quotes for quotes within quotes. For extracts exceeding 50 words in length material should be indented from the left margin, with space above and below and quotation marks should be omitted. Any notes or editorial comment within the extracts should appear in square brackets and any omissions should be indicated by 3 dots in square brackets. Ensure that opening quotation marks are distinguished from closing quotation marks.
- Combine all bibliographical details and your data sources in a list of references. Note the following examples as an orientation:

AMECO Database, Annual macro-economic database of the European Commission's Directorate General for Economic and Financial Affairs, URL:

[http://ec.europa.eu/economy\\_finance/indicators/annual\\_macro\\_economic\\_database/ameco\\_en.htm](http://ec.europa.eu/economy_finance/indicators/annual_macro_economic_database/ameco_en.htm).

Akerlof, G.A. (1982): Labor contracts as partial gift exchange, in: *Quarterly Journal of Economics*, 97(1), 543–569.

Becker, G.S. (1971): *Economic Theory*, New York: Alfred A. Knopf.

Coleman, J.S. (1994): A rational choice perspective on economic sociology, in: Smelser, N.J., Swedberg, R. (eds), *The Handbook of Economic Sociology*, Princeton: Princeton University Press, 166–180.

Fehr, E., Fischbacher, U., Kosfeld, M. (2005): Neuroeconomic foundations of trust and social preferences, Institute for Empirical Research in Economics of the University of Zurich Working Paper, No. 221.

- Formal proofs and models should be specified within an appendix to enhance the legibility of the article. Insert mathematical equations and variables throughout your document only by use of the equation editor of your word processor.

Article manuscripts can be submitted electronically at <https://editorialexpress.com/ejeep>. They must be submitted as Adobe PDF files. Editorial queries should be sent to [ejeep@elgar.com](mailto:ejeep@elgar.com).

The publisher will copy edit the text and the layout will be determined by the journal style.

The actual copy editing will be undertaken by a freelance and the article will be read through carefully for clarity and consistency. The grammar will be checked and any queries noted. Our copy editors are not experts in your subject so, while they can improve grammar, the meaning needs to be clear.

The copy editor will liaise with you over any queries that may arise. After the copy editing has been completed and your answers to any editor queries have been incorporated the file will be sent to the typesetter.

Proofs will be emailed to you in a PDF file so that you can check that no errors have been made when the file was converted. Alterations at this stage would be extremely expensive and time consuming and might delay publication of the journal. We do not take responsibility for mistakes that have been overlooked and thus not corrected in the proofs.

As soon as the issue with your article has been printed you will receive one copy of the issue for each author and a PDF file of your article for limited distribution. All copies will be sent to the correspondence address you have indicated.

*15.2.18*