

Editorial Policy

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Style Guide

Manuscripts which do not conform to this style guide may be returned for the necessary revisions before publication.

1. Manuscripts should be double spaced with wide margins. Titles and subtitles should be short. Use American spelling. Ensure that the letter "l" and the digit "1" and the letters "o", "O" and the digit "0" are used properly.
2. The first page should contain the following information:
 - a. the title;
 - b. the full name(s) and institutional affiliation(s) of the author(s);
 - c. up to *three* JEL Classification codes;
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3. Formulas should be placed against the right-hand margin of the page and numbered in parentheses consecutively throughout the manuscript (for example, (1), (2)). In cases where the derivation of formulas has been abbreviated, it is of great help to the referees if the full derivation can be presented on a separate sheet (not to be published) upon request.
4. Footnotes should be kept to a minimum, single spaced and numbered consecutively throughout the text with superscript Arabic numerals.
5. All diagrams, graphs and charts should be referred to as "figures" and tables as "tables" in the text. All figures and tables should be placed on separate pages and numbered sequentially with Arabic numerals. Their approximate position should be indicated in the text. Illustrations will be reproduced photographically from originals supplied by the authors. They will not be redrawn by the publisher.
6. References should adhere to the following style.

Citations in text: must include the author's last name and year of publication.

eg "Smith (1992) reported that ...", "This problem has been studied previously (Smith, 1992)"

Reference list: should be double spaced and listed alphabetically by the authors' last names (by year within the same author(s) and by title within the same year). Make sure that all citations used in the text are listed and matched. It should appear at the end of the main text, after appendices and before figures.

- **Books:** Author(s), year, title, (city of publication: publisher). For example, Hawawini, G. and I. Swary, 1990, *Mergers and Acquisitions in the U.S. Banking Industry: Evidence from the Capital Markets* (North-Holland: Amsterdam).
- **An article from a collective work:** Author(s), year, article title, in: editors, book title, (city of publication: publisher), pages. For example, Brunner, K. and A. H. Meltzer, 1990, "Money supply", in: B. M. Friedman and F. H. Hahn, eds., *Handbook of Monetary Economics*, Vol. 1 (North-Holland, Amsterdam), 357-396.
- **Periodicals:** Author(s), year, article title, journal title, volume and issue number, pages. For example, Smith, C. W., Jr. and R. L. Watts, 1992, "The Investment Opportunity Set and Corporate Financing Dividend, and Compensation Policies", *Journal of Financial Economics* 32, 263-292.