

# ***The Economic Science* — Guidelines for Submissions**

**2019/4**

## **Editorial Board for *The Economic Science***

### **Important Points Regarding Submission**

1. The decision whether to accept or reject submitted articles is made by the Editorial Board, and we will notify you the decision results as soon as possible. We use a peer review system (referee system) when making decisions to accept or reject submitted articles. You may also submit non-peer reviewed articles. If you wish to use this option, please contact the Editorial Board in advance.
2. You cannot submit the following articles for publication in *The Economic Science*: articles already published, articles scheduled to be published, or articles submitted (including those planning to be submitted) to other journals, collection of articles, etc. Basically, you are not allowed to submit the same article to more than one publication.
3. Please send the designated application form for article submission, the manuscript of the article, and cover sheet by mail or bring them to our office.
4. Peer reviewed articles will include the submission and acceptance dates when they are published.
5. An author of a new or corrected article may withdraw their article in the event that they have not received the review results more than a year after the date of submission.
6. Although the copyright of all articles published in *The Economic Science* is held by its respective authors, the Graduate School of Economics holds the rights regarding the publication of these articles. In addition, the Graduate School of Economics will publish these articles on the Nagoya University Graduate School of Economics website as well as on the NAGOYA Repository. We will also respond to requests from the related institutions for acquisition of these articles in electronic format.  
If authors wish to use part of or the entire article published in *The Economic Science* for the purpose of reprinting it in another article and so on, they must first obtain permission from the Editorial Board and, if approved, they must clearly specify in the article that the material was first published in *The Economic Science*.
7. The Editorial Board will ensure the protection of personal information related to article submission and peer review.

## 1. Items and Location for Submission

- Submission Application 1 Copy
- Coversheet 1 Copies
- Manuscript 1 Copies

Submit to: Graduate School of Economics, Nagoya University  
Furo-cho, Chikusa-ku, Nagoya, 464-8601

*The Economic Science* Editorial Board (Room 112)

TEL: 052-789-2360 / FAX: 052-789-4924

(For more details, please contact us at the above address or phone number.)

## 2. Formatting

- (1) Use Times New Roman (11pt)
- (2) Sections and subsections should be demarcated as follows: major sections with Roman numerals (I., II., III.), subsections with Arabic numerals (1., 2., 3.), further divisions with Arabic numerals in parentheses ( (1), (2), (3) ), and any further subdivisions with Arabic numerals followed by a single parenthesis ( 1), 2), 3) ).

## 3. Figures and Tables

- (1) For the size of figures/tables, please indicate one of the following four options: 1) 1/4 page (258 words of English); 2) 1/2 page (517 words of English); 3) full-page (1035 words of English); 4) 2-page spread (2070 words of English). However, when unavoidable during the editing process, the size of figures/tables may be altered.
- (2) Include your figures/tables within the body of the paper or separately and specify the size; also designate the location in the body of the paper where the figures/tables are to be inserted and include their numbers and titles. For figures/tables which you desire to be particularly accurate, submit the originals drawn on graph paper.
- (3) Please clearly indicate the annotation, cited source, and other necessary information for figures/tables.

## 4. Formulas

- (1) Do not squeeze formulas onto a single line.
- (2) Make an effort to avoid complex suffixes.
- (3) Differentiate Greek characters by circling them in blue, and distinguish vectors in Gothic.
- (4) Variables are generally written in italics; please keep this in mind when proofreading.
- (5) Formulas should be numbered with Arabic numerals in parentheses starting from (1) and listed to the right.

## 5. Notation System

- (1) For notes, list them together at the end of the paper in the endnotes with the cited page numbers, and put the consecutive numbers to the upper right of the relevant locations in the body of the paper. The numbers should be followed by a single parenthesis such as “1)” and “2)”. Please refer to the below.

(In the body of the text)

As Weick<sup>1)</sup> has acutely argued, in classical organizational theory<sup>2)</sup>...

(In the endnotes)

Notes

1) Weick, K.E. (1979), pp.10-15.

2) Classical organizational theory as discussed here differs from organizational theory more generally in that...

- (2) If you will not list your references in the endnotes, please cite them in the following manner:

When a reference first appears, list in a note that the author, title, publisher, year of publication, and page numbers (in that order).

For repeated references, use “ibid.” or “op.cit.” followed by the page number.

- (3) References may also be cited within the body of the text as follows:

(Example)

...a famous course question, that is, “in barter economies that have undergone a division of labor, why do companies emerge in the first place?” (Coase 1937, p. 355)

## 6. References

- (1) Indicate the name of books/magazines in italics.

- (2) Place the titles of articles in quotation marks (“ ”).

- (3) For how to list cited sources in the References section, refer to the examples provided in the following section (10. Examples of Listed References)

- (4) Follow the examples of the next section (10. Examples of Listed References) even when citing sources within the body of text.

- (5) When listing works that are not written in European languages, transliterate titles in their original languages using the Latin alphabet. List all years of publication in Arabic numerals.

(Example)

Fukuzawa, Yukichi (1876), *Gakumon no Susume*, Tokyo Publisher.

- (6) When listing references, as a general rule, they should be listed in alphabetical order in English. However, when listing references in their original languages, these references

should be listed separately (European languages, Japanese, or any other languages).

## 7. Examples of Listed References

### (1) When references are in English

\* For single author

Author (year of publication), book title, publisher, reference page numbers

\*For multiple authors

Editor name (ed.) (year of publication), book title, publisher, reference page numbers

\* For journal articles

Author (year of publication), "Paper Title," journal name, vol. x, no. x, page numbers of the article

(Example)

Diamond, Peter (1965), "National debt in a neoclassical growth model," *American Economic Review*, Vol.55, No.5, pp.1126-1150.

**Note: Authors and editors should be listed by their full names (family name, first name), and book titles and journal names should be written in italics.**

**Page numbers of the article should be listed in the format of "pp.1-10".**

### (2) When references are in other languages

These references basically follow the directions in (1) above, however book titles or article titles should be transliterated using the Latin alphabet and followed by an English translation in parentheses.

Ex: Migito, Hiro (2009), *Kagaku to shinkaron (Science and theory of evolution)*, Akyusha.

Ex: Yamada, Taro (1965), "Kotenshugi-seicho-moderu ni okeru Kokka no Fusai (National debt in a classical growth model)", *X Economic Review*, Vol.5, No.5, pp.126-150.

## 8. Additional Notes

Additional notes like those described below may be added once the article has been accepted.

Example:

- (1) "I am grateful to Professor XX, who offered valuable suggestions during the writing of this paper."
- (2) "This paper benefited greatly from revisions that followed comments received at XX conference. I am extremely grateful."

## 9. Corrections

- (1) Proofs are intended mainly for correcting errors or imperfections that arise during the printing process; you cannot revise your manuscript at this stage.
- (2) As a general rule, corrections by the author are possible on the first and second proofs; we ask that you entrust the editorial board with any third or later proofs.
- (3) Large-scale corrections are not possible at the proofing stage, so please proceed with plenty of care when preparing your manuscript.