

Guidelines for Submitting Invited Papers at the Winter ASSA and Summer AAEA Meetings for Publication in the 2010 Proceedings Issue (Published January 2011)

Due dates:

AAEA Papers: May 15
AAEA Discussants: June 15
ASSA Papers: October 15
ASSA Discussants: November 15

Papers **MUST** be received by 5:00 p.m. Eastern Time on these dates. Due dates are well in advance of the meetings in order to ensure: adequate time for discussants to prepare thoughtful comments; time for editorial feedback; and presented papers that are in near final form. Authors are permitted to make changes after the paper has been presented provided that: the changes do not invalidate the discussant's comments (unless the discussant agrees) and changes do not exceed the page allocation.

Submission Process:

Send one copy of the paper as an e-mail attachment in Word, WordPerfect, or PDF to AAEAProc@AAEA.org. The original word processing document is preferred because the margins and font size can be more easily changed to conform to the guidelines in order to check the length of the manuscript and because this greatly streamlines feedback to authors.

Copyright transfer arrangements will be made directly with authors by Oxford University Press.

Length:

For Invited and Principal Papers, the limit is **17 pages** double-spaced, including text, footnotes, references, tables, figures, and any appendices. The page limit for discussants is **four pages**, also encompassing the entire manuscript, including references, footnotes, etc. Each figure consumes *at least* 1/3 of a page. Only the used portions of pages are counted. That is, if you only have two lines of footnotes, then the editor will only count it as two lines even though it must be on a separate page. Attempts to circumvent the length limit

with small type, less than double-spacing, illegibly small figures, or nonstandard margins will not be accepted.

Authors' identification:

In the email that has the paper attached, please include the corresponding author's name, mailing address, phone number, and e-mail address.

Abstracts and key words:

There are no abstracts or key words for Invited Papers.

Text preparation:

Double-space all material, including footnotes, references, and tables, on 8-1/2 by 11 inch standard-weight white paper. Use **1-1/4 inch margins** and **12-point** Times Roman or a similar type style. The title of the manuscript should appear on the first page followed by authors' names and the introductory section of the paper. All headings and subheadings are flush left.

Provide short headings for each section and subsection. Do not number sections or subsections. Section headings are denoted in bold and subsection headings, in italics. Do not indent the first paragraph after any heading. All material should be double-spaced and single sided. Follow *The Chicago Manual of Style*, by The University of Chicago Press, and previous issues of AJAE for style. The Authors' Final Checklist is also a good style guide, except for the matters specifically covered in these guidelines. A copy is available at

<http://ajae.arec.umd.edu/Forma/AuthorsFinalChecklistAugust2007.pdf>

Footnotes:

Number footnotes consecutively throughout the paper, not page by page. Type all footnotes double-spaced on a separate page following the paper. Footnotes should be only explanatory and are not for citations or for directing the reader to a particular work. Such information can be incorporated into the text.

There is one exception: On the first page there is a true footnote that identifies the authors. Do not use any identifying mark (number or symbol) for this footnote.

Example:

(Note: Indent first line of all footnotes.)

Angie Erickson is editor and Peter Berck is professor, Department of Agricultural and Resource Economics, and member, Giannini Foundation of Agricultural Economics, University of California at Berkeley. We would like to thank Spiro Stefanou for helpful comments on an earlier version of this manuscript. Funding was provided by the California Agricultural Experiment Station.

The footnote must include the identification sentence (the first sentence in the example); all other information is optional.

References and citations:

Place references in alphabetical order by author at the end of the paper. Only cited works may be included in the reference list. All citations should appear in the text and contain the author's name and page numbers when necessary. Citations can be inserted parenthetically and must specify the date of publication with no comma separating the list of authors and the publication date (Doe 1971, p.5). If the author's name appears as part of a sentence, a parenthetical reference is used to specify the publication date. Use "et al." only with four or more authors. Do not use et al. in the reference section. In addition, use authors' initials rather than full names. Discussions should include citations for the papers in the session in addition to any other needed references.

Full details and examples of the AJAE reference style may be found at

<http://ajae.arec.umd.edu/Documents/ReferenceGuideMarch2006.pdf>

Tables and figures:

Place each table and figure on a separate page at the end of the paper. Double-space all material and omit vertical rules in tables. Each table and figure must have a title.

Place legends for tables at the top of the table, flush left, and bold. Capitalize the first letter in each word.

Example:

Table 1. Summary Statistics for Zambian Crops, 1979-2003

Place titles for figures at the bottom of the figure, flush left, and bold. Capitalize only the first letter of the first word and proper nouns only.

Example:

Figure 1. Annual net sales of catfish by Mississippi producers

Use lowercase for the words "table" and "figure" in the text unless, of course, they appear at the beginning of a sentence.

Data and documentation:

Authors are expected to document their data sources, models, and estimation procedures as thoroughly as possible and to make the data used available to others for replication purposes. If an exception to this rule is desired, reasons should be given and this should be explicitly noted in the submission letter.

Page charges:

Major support for this journal comes from page charges of \$95 per printed page or a fraction thereof payable by the supporting institution or granting agency. Payment does not affect acceptance, scheduling, or form of publication. Instructions for payment are sent with galley proofs. Unless otherwise stated in the submission letter, it is assumed that authors accept the responsibility and will make arrangements with supporting institutions or agencies to finance the page charges.

After submission:

The editor will read each of the papers and send to authors the comments that need to be incorporated before publication. In order to keep the discussants comments germane to the papers published, major changes may not be made to the papers after submission.

The final electronic version of the paper must be received by March 1 for the ASSA meeting and August 15 for the AAEA meeting. The final version will need to be submitted electronically to AAEAProc@AAEA.org in the original word processing software.

Since Invited Papers and Discussions are published in the *AJAE*, they are expected to meet the same standards for quality and clarity of exposition as other *AJAE* papers. While it is our intention to publish Invited Papers, the *AJAE* editors reserve the right to reject publication of an Invited Paper or Discussion that clearly does not meet these standards.