Instructions to Authors

I. Submission

(1) Manuscripts for publication must be submitted in properly edited English (British ‘ise’ version).
(2) Manuscripts for publication should be submitted via http://www.editorialmanager.com/zireb/default.aspx (follow instructions for authors if you have any problem with submission). Submission of a paper will be held to imply that it contains your independent work. The Editor does not accept responsibility for the damage or loss of papers submitted. Upon the acceptance of an article, author(s) will be asked to transfer copyright of the article to the publisher by filling, signing and uploading Open Access License available at: http://www.degruyter.com/view/supplement/s18491162_Open_Access_License.pdf. This transfer will ensure the widest possible dissemination of information.
(3) All submissions must be in Microsoft Word format.

II. General instructions

(4) DO NOT put your name or any contact information on the first page of the manuscript.
(5) The first page of the manuscript should contain the following information: (i) the title; (ii) an abstract of not more than 150 words; (iii) maximum of 5 keywords; (iv) at least one and no more than three classification codes according to the Classification System for Journal Articles as used by the Journal of Economic Literature (www.econlit.org). A footnote on the same sheet should give the name, postal address, telephone number, fax number, and E-mail address of the corresponding author.
(6) Formatting:
- **Font:** Times New Roman (size 12 regular),
- **Margins:** Normal.
- **Alignment:** justified.
- **Headings:**
  - Title of the Paper (14pt Times New Roman, Bold, Centered)
  - The Heading of Each Section (12pt Times New Roman, Bold, left justified, not numbered)
  - The Heading of Each Subsection (12pt Times New Roman, italic, left justified, not numbered)
  - The Heading of Each Sub-Subsection (12pt Times New Roman, left justified, not numbered)
- **Figures and Tables titles:** Figure 1/Table 1: Figure/table title (11pt Times New Roman, left justified, numbered)

(7) Manuscripts should be double spaced, and printed on one side of the paper only. All pages should be numbered consecutively.
(8) Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Titles and subtitles should be short.
(9) Acknowledgments and information on grants received can be given in a footnote on the FIRST page of the manuscript.
(10) Endnotes (please use endnotes instead of footnotes) should be kept to a minimum and numbered consecutively throughout the text with superscript Arabic numerals. They should be double spaced and not include displayed formulae or tables.
(11) Displayed formulae should be numbered consecutively throughout the manuscript as (1) (2) etc. against the right-hand margin of the page. In cases where the derivation of formulae 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).

(12) Illustrations will be reproduced photographically from originals supplied by the author; they will not be redrawn by the publisher. Figures, graphs, pictures, etc. should be high-quality GRAYSCALE graphics (please, do NOT use colours). Care should be taken that lettering and symbols are of a comparable size. The illustrations should be inserted in the text, and should be marked with figure number and title. All graphs and diagrams should be referred to as figures, and should be numbered consecutively in the text in Arabic numerals.

(13) Tables should be numbered consecutively in the text in Arabic numerals. All tables should be inserted in the text, and should be marked with table number and title.

(14) Descriptions of material that would be useful for readers to understand or revise the paper should be provided in the appendix at the end of the paper (before endnotes and references).

(15) Any manuscript which does not conform to the above instructions may be returned for the necessary revision before publication. Only if necessary, the page proofs will be sent to the corresponding author. Proofs should be corrected carefully; the responsibility for detecting errors lies with the author. Corrections should be restricted to instances in which the proof is at variance with the manuscript.

(16) Extensive alterations are not allowed.

III. References

(17) References to publications should be as follows: ‘Smith (1992) reported that...’ or ‘This problem has been studied previously (e.g. Smith et al., 1969)’. The author should make sure that there is a strict one-to-one correspondence between the names and years in the text and those on the list. The list of references should appear at the end of the main text (after any appendices, but before tables and legends for figures). It should be double spaced and listed in alphabetical order by author’s name. References should appear in the APA style¹. The following sections give detailed instructions on citing books, journal articles, newspaper articles, conference papers, theses, webpages and others.

Please provide all the required elements in the references to your paper. Please pay particular attention to spelling, capitalization and punctuation. Accuracy and completeness of references are the responsibilities of the author. Before submitting your article, please ensure you have checked your paper for any relevant references you may have missed. A complete reference should give the reader enough information to find the relevant article.

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