

Oxford Bulletin of Economics and Statistics Style Sheet

Title, authors, etc.

The title is printed in lower case bold (initial cap) followed by the author or authors, in upper case. An address for the corresponding author is given in full (*italic*), followed by an e-mail address (*italic*). Co-authors follow. Acknowledgements are included as footnote on p. 1.

Title of Paper

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Abstract

The abstract follows (100 words max).

JEL classification numbers

The JEL classification numbers follow (at least two).

Keywords

The Keywords follow (at least three).

Headings and sub-headings

Papers in the *Bulletin* appear in the style set by our publishers, Blackwell. Authors should follow the style outlined below for numbering sections, equations, lists, etc.

Headings are in lower case bold with initial cap. They are numbered consecutively starting with

I. Introduction

The first paragraph of text after a heading is not indented; thereafter paragraphs are indented.

Sub-headings

Sub-headings are in lower case bold and not numbered.

Sub-sub-headings

Sub-sub-headings are in lower case italic and not numbered.

Displayed equations

Displayed equations are numbered sequentially throughout the text. All maths notation should be in italic, except differential d, exponential e, cos, sin, lim, etc. which are roman as standard. Displayed equations are not punctuated. The equation number is ranged right.

Tables

The first line of the title is TABLE 1 (caps) followed (new line) by the title itself, initial cap for the first word only (*italic*); column headings are in italic, initial cap first word only. No vertical lines are in tables. We use *, [†], [‡], etc. to denote footnotes, not a, b, c..., 1,2,3..., or *, **, ***,

TABLE 1

Shares of various types of saving to the total amount saved

	<i>Mean (%)</i>	<i>Median (%)</i>
Cash	51.55	88.6
Bank Saving	33.90	0
Securities	1.96	0
Hard currencies	10.87	0
Credit	1.71	0

Notes: The entries in this table are calculated at the annual level.

Source: Goskomstat HBS, 1996:1–1996:12.

Figures

If possible camera-ready artwork should be submitted with the final manuscript. Figure headings should be included on a separate sheet in the style: Figure 1. Title of figure (no full point). In the text, references to the figures will appear as 'see Figure 1', or 'see Figures 1 and 2'.

Citations and references

Citations in the text appear as Smith (1994), or (Smith, 1994, 1995; Jones, 1995), single brackets only. Citations of a work with three or more authors should appear as Smith *et al.* (1994), except in those rare instances where it is necessary to distinguish between two sets of authors with the same dates, i.e. Smith, Jones, and Brown (1994) and Smith, Green, and White (1994). References appear in the following style:

Author, A. (1994). 'Title of paper in single quotes', *Journal in Italic*, Vol. 1, pp. 111–21.

Author, A. (1999). 'Title', in A.N. Editor (ed.), *Book Title*, Vol. 1, University Press, Cambridge, MA.

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Use single quotes for articles and italics for titles of books and journals. Please note that we include only the volume number, not the issue number, and that we use full page range, i.e. 133–147, not 133–47.

Appendices

Headings are in lower case bold with initial cap and are numbered **Appendix A, B, C**, etc. followed by colon title, lower case bold.

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Footnotes should be kept to a minimum. They are numbered sequentially throughout the paper, with numbering by superior numerals outside the punctuation, i.e. after the full stop. Footnotes appear at the bottom of the relevant page.

Other style details

Quotation marks. Use single quotes throughout, unless there is a quote within a quote.

Lists. Lists are numbered (i), (ii), (iii), etc. For lists within lists we use (a), (b), (c), etc.

Propositions, definitions, etc. Sections headed Proposition, Definition, Corollary, Proof, etc. have the relevant title in italic, no colon, and the text running on in roman, i.e.:
Proposition 1 Text of the proposition. Proofs end with an open box ranged right.

Spelling. Spelling can be Oxford English (-ize), English (-ise), or American, as long as authors are consistent throughout.

Miscellaneous

Use %, not per cent; use a comma with thousands, i.e. 1,000, 10,000, etc.; use abbreviated numbers for dates, i.e. 1993–6; i.e. and e.g. are spelt with points, the abbreviation for editors in the references is (ed.) with a full point, but for editors (eds), without a full point. Similarly Fig. is short for Figure, Figs for Figures, eq. for equation, but eqs for equations.