

GUIDELINES FOR MANUSCRIPT SUBMISSION

ELIGIBILITY: At least one author must be a member of NAREA.

SUBMISSION: Three copies of the manuscript should be submitted. A manuscript can be submitted at any time but the deadlines for consideration for the fall and spring issues are, respectively, May 31 and November 30.

TITLE PAGE AND ABSTRACT: On a separate page list the title of the paper, the authors, their titles and affiliations, and an abstract not to exceed 100 words. The title will be repeated on the first page of the manuscript but not the authors' names.

TYPING: The manuscript should be typed on 8½ × 11 standard weight paper and all material including references and footnotes should be double spaced.

TABLES: Each table should be on a separate page in camera ready condition. Titles should be short and descriptive.

FIGURES: Prepare on heavy white paper using India ink or other materials suitable for photographic reproduction. Most will be reduced so typescript should be avoided.

MATHEMATICAL NOTATION: Use only essential notation and use standard type to the extent possible.

FOOTNOTES: In general, the use of footnotes should be avoided. Use footnotes only for non-referenced material. Number them consecutively and type double spaced on separate pages at the end of the manuscript. Any acknowledgments should be the first footnote and it should not be numbered.

REFERENCES: List references alphabetically and unnumbered on a separate page or pages at the end of the manuscript with the heading, "REFERENCES." Use the same format for references as is used in previous issues of this Journal. List only those actually cited. Refer to references by the names of the authors. Cite the year of the publication if an author has more than one reference cited. If there is more than one in a given year then use, e.g., 1981a, 1981b. Authors can be referred to in the text parenthetically as (Smith) or (Jones, 1981) or (Smith, p. 5) or the names can be used as part of a sentence such as "Smith and Jones maintain . . ."

REVIEW: All manuscripts submitted will be referred by the editorial board and others selected for their professional competence.

PAGE CHARGE: A page charge is billed to the department or agency after the article is accepted for publication.

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