Journal of Public Policy Instructions for Contributors

Editorial Statement

To understand public policy it is necessary to relate ideas to concrete problems of government. This Journal therefore publishes articles that use concepts derived from any of the social sciences to analyse a significant problem facing contemporary governments.

Good ideas, like the problems of the contemporary world, admit no boundaries. Articles that make explicit comparisons across nations are particularly welcome. Every article is intended to be relevant across national boundaries, dealing with problems common in many societies.

The problems of the contemporary world unite what academic disciplines and national political systems tend to keep apart. Substantive concerns come first. Methodology and concepts should be instrumental in achieving analytic purposes, and concepts and theories should be grounded in an awareness of government wie es eigentlich gewesen ist.

Guidalinas

The distinctive readership of the Journal, cutting across academic disciplines and national boundaries, makes the following points of particular importance to contributors.

Whatever the specific subject matter, the relevance of conclusions to a broad understanding of policymaking should be made explicit.

Whatever the national setting, the extent to which conclusions are generalizable to many nations should be explicitly discussed.

Each article should show an awareness of the constraints that public institutions place upon policymaking.

Jargon should be avoided; technical terms not widely understood should be clearly defined; and the conclusions of statistical analyses should be set out in prose, as well as being supported by quantitative information in tables, footnotes and text as appropriate.

Preparation of manuscript

The entire manuscript, including footnotes and references, should be typed double-spaced on one side only of A_4 size paper, with a left-hand margin of at least $\mathbf{1}^4$ inches ($\mathbf{4}^4$ cm). Manuscript pages should be numbered consecutively. The title of the article and the author's name and address should be typed on a separate page at the beginning of the article. The second page should contain an abstract of not more than 150 words and the title of the article, but not the author's name.

Tables and figures should be numbered consecutively in separate series. Each table or figure should be typed or drawn on a separate sheet. Every table or figure should have a title or caption and at least one reference in the text to indicate its approximate location.

When an article has been accepted for publication, the author is strongly encouraged to send a copy of the final version on computer disk (Apple Macintosh or IBM compatible PC) together with the hard copy typescript, giving details of the wordprocessing software used (Microsoft Word, Word or Word Perfect). However, the publisher reserves the right to typeset material by conventional means if an author's disk proves unsatisfactory.

Style

Spelling, capitalization and punctuation should be consistent within each article. Detailed advice on all matters of style is contained in Judith Butcher's book, Copyediting, Cambridge University Press (1992).

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that require discussion in the article but not in the body of the text, numbered footnotes may be used. They may also be useful for technical details, e.g. statistical points that would interrupt the flow of the text. Numbered footnotes should be typed consecutively, double-spaced, at the end of the paper, starting on a new page.

References to publications should be placed in the text.

Examples of correct styling for bibliographic citation where the author's name is mentioned in the text are

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At the end of the paper, all references should be consolidated in a single alphabetical list starting on a new page. Authors are particularly requested to verify that each text reference appears in the list, and vice versa. In addition to author(s) surname and first name(s) or initial(s), and the title of the book or article, references to books should always include the city of publication and publisher, and for journal articles the volume and part number. For example:

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Submission

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Radoslaw Zubek and Klaus H. Goetz

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