

Notes for Contributors

Preparation of typescripts

Typescripts should initially be submitted in hard copy, using double spacing on one side of A4 paper with wide margins, unjustified on the right. The usual maximum length for articles is 7,000 words. Once a typescript has been accepted for publication, the Editor will expect authors to present the final version of their text in electronic format with an accurate print-out.

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Illustrations: please consult the Editor about the inclusion of illustrations. On final submission all diagram computer files should be provided in separate files from the text (and on separate pages in the typescript), with the position of each diagram in the text indicated by a marginal note. They should ideally be presented in Excel or Tiff format (though some other kinds of software may be acceptable) and must be saved in black only. Photographs and diagrams not on computer file should be submitted in the best possible quality ready for reproduction.

References: Harvard-style references should be used for preference, but exceptions can be made by prior consultation with the editor. Using the author-date system (or Harvard system), references should be given in the following format:

in the text:

(Ambrose, 1974), (Buller and Hoggart, 1994a), (Welsh Office, 1986), (Gripaios et al., 1995b), (Jones, 1997: 6), (Evans, 1998: 23–9)

under the heading ‘References’ at the end of the text, the style for references is as follows:

Ambrose, P. (1974). *The Quiet Revolution*, London: Chatto & Windus.

- Buller, H. and Hoggart, K. (1994a). 'The social integration of British home owners into French rural communities', *Journal of Rural Studies*, 10 (2), 197–210.
- Egan, B. (1990). 'Design and technology in the primary classroom: equalizing opportunities', in E. Tutchell (ed.), *Dolls and Dungarees*, Milton Keynes, Open University, 36–45.
- Farrell, C. M. (1996). 'Territorial justice and the provision of nursery education in England and Wales, 1981–1994' (unpublished PhD thesis, University of Glamorgan).

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