

Notes for Contributors

1. Original articles which are concerned with contemporary issues, developments and policy may be submitted for consideration for publication in the *ELLR*. Such articles should not have been published elsewhere or be under consideration for publication elsewhere.
2. Three clean copies should be submitted. They should be up to 8,000 words and contain a brief abstract. A disk copy on 5.25" floppy in a DOS program would be appreciated. If a DOS program is not possible, an ASCII file may be substituted.
3. Copyright of articles published in *ELLR* is vested with the journal. Permission to reprint should be sought from the Editors. This will be granted in normal circumstances.
4. Manuscripts should be typed on one side of white A4 paper. There should be a 3cm margin on each side of the page, and at the top and bottom of the page. Pages should be numbered consecutively.
5. Manuscripts should include a separate title sheet which contains the contributor's name, affiliation and postal address. Do not include name on first page of article.
6. Tables and Charts/Figures should be numbered consecutively and included at the end of the text.
7. Mathematical notation should be provided in both symbols and words. Articles of a mathematical nature should also contain a clear statement of the arguments in plain English.
8. Quotations of four lines or more should be indented. Shorter quotations should be included in the body of the text.
9. Where appropriate, spell with -ize, -ization, -izing.
10. Footnotes, which should be kept to a minimum, should be numbered serially and included at the end of the article in double spaced typing.
11. In-text references should include the author's name, year of publication and page: 'Chapman (1983, 230) has argued ...'. 'Many questioned the equality of working Japanese women (Sano, 1983, 420)'.

Where an author has more than one publication in the same year, use alphabetical ordering to distinguish: for example, (Dabscheck, 1986b, 46).

12. A list of References should be included at the end of the text. This should cite all works referred to. The reference list should be arranged in alphabetical order by author:

For books:

Hagan, J. (1981) *A History of the ACTU*, Longman Cheshire, Melbourne.

For Articles within Books:

Deery, S. (1989) 'Unions and Technological Change', in G.W. Ford and D.H. Plowman (eds) *Australian Unions: An Industrial Relations Perspective*, Macmillan, Melbourne, Second Edition, pp. 269-287.

For Articles in Journals:

Whitehead, T. (1987) 'Stocks and Flows: Current Policy Issues in Australia', *Economics*, 22(2), pp. 10-17.

