

SUBMISSION GUIDELINES
FOR *THE JOURNAL OF*
ENVIRONMENT & DEVELOPMENT

EDITORIAL POLICY

The Journal of Environment & Development (JED) offers policymakers, academics, governmental and nongovernmental organizations, and the business community the only international forum that combines cutting-edge academic research with pragmatic policy analysis on a wide range of issues at the nexus of environment and development.

Authors submitting manuscripts to *JED* should keep the journal's broad interdisciplinary audience in mind. Texts should be written in an accessible style and—as far as possible—be free of discipline-specific jargon. Submission guidelines are summarized below. They can also be accessed on the Internet (<http://irps.ucsd.edu/jed/>).

1. Submission policy: *JED* will consider original manuscripts not previously published or currently under consideration elsewhere. Contributions to conferences and workshops are welcome, as long as they are not published in the same form in conference proceedings or on the Internet. *JED* publishes articles under the following categories: research articles, policy analyses, regional and conference reports, and book reviews. Manuscripts have to meet minimum *JED* standards in terms of topical fit, analytical rigor, and clarity of writing before being forwarded to external peer review. Authors will be notified of accept, reject, or revise decisions after both the internal and the external peer review processes. The internal review will take 6 to 8 weeks and the peer review will take 8 to 12 additional weeks. You may contact the managing editor at envdev@ucsd.edu for information on the status of the submission.

2. Number of copies: Manuscripts should be submitted in both electronic form and by mail. Send one electronic version to envdev@ucsd.edu. Send four hardcopies of your manuscript to

The Journal of Environment & Development
Graduate School of International Relations and Pacific Studies
Mail Code: 0519
University of California, San Diego
9500 Gilman Drive
La Jolla, CA 92093-0519

For anonymity in the review process, authors' names should appear only on a separate cover page and all other identifying references (citations and obvious references to the author's work, identifying endnotes) should be removed on three of the four hardcopies. We cannot guarantee review of submissions that do not follow these guidelines.

3. Manuscript: Manuscripts must be in English. Research articles should be between 20 and 30 *JED* pages; policy analyses and conference reports should be less than 20 pages; and book reviews should be 2 to 3 pages. A full *JED* text page typically runs about 400 words. A text-only article of 20 pages will therefore contain about 8,000 words. Tables, figures, and other illustrations should be used sparingly and need to be accounted for separately from the word count. We reserve the right to request manuscripts be shortened below the guidelines above or to allow manuscripts to go over the suggested page limits.

4. Title page: Attention should be paid to finding a title that is succinct and captures the essence of the article in no more (and preferably less) than 10 words. Include the names of all authors on the title page. List the institutional affiliation directly under each author's name. Do not place the authors' names on any other portion of the manuscript, except in the biographical sketch, which should also be on a separate page. The title page should include any acknowledgments or related material. Mark this information with an asterisk (*). The title page and biographical sketch will be removed before the manuscript is forwarded for refereeing.

5. Abstract page: Include an abstract of 150 to 200 words. Place the abstract page after the title page and include an abstract with each copy of the manuscript submitted to *JED*. Repeat the title of the manuscript on this page. The abstract should specify the problem under investigation, the method used in the research (if appropriate), and the major findings. The abstract should be double-spaced and should not be indented.

6. Biographical sketch page: On a separate biographical sketch page, include short biographical sketches for each author. This page will be removed before the review process begins. Biographical sketches should be double-spaced and should not exceed 50 words.

7. First page of manuscript: Number the first page of text as Page 1. Repeat the title of the manuscript on this page.

8. Endnotes: *JED* will be moving from footnotes to endnotes with the 2006 volume. Endnotes are used not for citation but for substantive comments. Identify them in the text by consecutive numbers. Please group endnotes at the end of the text, beginning on a page identified by the title "NOTES." Double-space the endnotes.

9. Tables and figures: Do not place tables or figures in the text but attach them in consecutive order at the end of the manuscript. In the text,

mark the placement of tables and figures with an appropriate notice, such as

—TABLE 1 ABOUT HERE—

For line art, images must be at least 1200 dots per inch (dpi); for grayscale, images must be at least 300 dpi. Figures must be submitted in electronic format. Use tables and figures mainly to summarize material that cannot be conveyed easily in the text; we discourage excessive use of tables. Most empirical articles contain an average of four tables; few articles should contain more than seven or eight.

If you are not sure how to prepare tabular material, consult past issues of *JED* for guidance.

10. Headings and subheadings in text: Use the following formats for headings (Note: Fourth-level headings are preferred over third-level headings):

First-level head: in title case, italicized, and centered (initial letter of each major word capitalized):

Method

Second-level head: capitalized and flush with the left margin:

MEASURES

Third-level head: in title case, italicized, and flush with the left margin:

Participants

Fourth-level head: italicized and indented:

Independent variables. (Period follows head, and paragraph text follows period.)

11. Citations to references in text: When citing references in the text, follow these guidelines:

In a direct citation, place only the date in parentheses. Example: Brown (1989).

In an indirect citation, place both the name and the date in parentheses with a comma after the author's surname. Example: (Brown, 1989).

If a cited work has two authors, cite both authors' surnames in the text. Example: (Brown & Smith, 1991). In citing two authors, use the full form of citation at all times.

For three, four, or five authors, use the full form only for the first appearance in the text. Example: Merrill, Mundi, and Pierce (1996). Thereafter use only the first author's surname, followed by "et al." Example: Merrill et al. (1996).

For six or more authors, use the first author's surname followed by "et al." and the date, even for the first appearance in the text. However, in the reference list, list the initials and surnames of each author.

Use page references to refer readers to a specific point in a cited work. Use the following format for page references: (Brown, 1989, p. 213).

If you cite material that spans more than one page, hyphenate page numbers as follows: 1-10; 68-69; 101-102; 115-119; 1000-1001; 1000-1023; 1000-1256.

In citing more than one work by an author, follow this format: Adams (1993, 1995) for a direct citation; (Brown, 1993, 1996, in press) for an indirect citation. If the works were published by the same author(s) in the same year, label each item with a letter. Example: (Smith, 1985a, 1985b).

Within parentheses, use a semicolon to separate the citations to different authors. Arrange surnames in alphabetical order (i.e., the order in which the references are listed in the reference section). Example: (Brown, 1984, 1988; Jones et al., 1993a, 1993b; Smith & Brown, 1996).

Cite court cases as follows: *Miranda v. Arizona* (1966).

12. Reference section: JED uses the American Psychological Association (APA) reference style, based on the *Publication Manual of the American Psychological Association* (5th ed.). Begin the reference section on a new page titled "REFERENCES" immediately following the end of the text. Arrange the references in alphabetical order, double-spaced.

Type the first line of each reference item flush to the left-hand margin; indent subsequent line(s) of the item. Supply complete information on each reference. Follow these general guidelines:

List surname, first initial, and middle initial (if any) of author(s).

Capitalize the first letter of the first word and all proper nouns in titles of articles. Article title should be in roman text (not italicized).

List the date that the article was published in parentheses, followed by a period.

Italicize the name of the journal in which an article appears. Provide the volume number and page numbers of the journal.

Italicize book titles and capitalize the first letter of the first word and all proper nouns in the title.

In book references, include the location and name of the publisher. Name the city in which the publisher is located. Name the state only when the location of the city is not commonly known or when more than one state has a city of that name (e.g., Springfield). Use standard two-

THE JOURNAL OF ENVIRONMENT & DEVELOPMENT

letter abbreviations for names of states (e.g., IL, TN, NJ). If a book is a second or later edition, include this information.

Examples of references:

Article with single author:

Jaske, E. (1985). Predicting the residual life of plant equipment. *Journal of Pressure Vessel Technology*, 107, 213-217.

Article by two authors:

Cortell, A., & Davis, J. (1996). How do international institutions matter? The domestic impact of international rules and norms. *International Studies Quarterly*, 40(4), 451-478.

Article with three (or more) authors:

Mathy, S., Hourcade, J. C., & Gouvello, C. (2001). Clean development mechanism: Leverage for development? *Climate Policy*, 1, 251-268.

Book reference:

Andersen, S. O., & Sarma, K. M. (2003). *Protecting the ozone layer: The United Nations history*. London: Earthscan.

Item in edited volume:

Benner, T., Ivanova, M. H., Streck, C., & Witte, J.M. (2003). Moving the partnership agenda to the next stage: Key challenges. In J. M. Witte, C. Streck, & T. Benner (Eds.), *Progress and peril? Partnerships and networks in global environmental governance: The post-Johannesburg agenda*. Washington, DC: Global Public Policy Institute.

Magazine or newspaper article, no author:

Fosdick goes after computer hackers. (1996, February 29). *Lawman's Weekly*, pp. 6-19.

Unpublished manuscript:

Johnson, Margery. (2003). *The effects of global warming on the environment*. Unpublished manuscript.

Unpublished doctoral dissertation:

Willemsen, N. (2002). *Major trends in marine fisheries catches off Namibia, 1950-2000*. Unpublished doctoral dissertation, University of Tromsø, Tromsø, Norway.

SUBMISSION GUIDELINES

Court case:

Miranda v. Arizona, 384 U.S. 436 (1966).

13. Guidelines for manuscript preparation: Print out all material double-spaced: text, title page, acknowledgments, abstract, text, endnotes, reference list, and titles on tables and figures.

Leave margins at least 1 inch wide all around on each page. Print no more than 27 lines per page.

This is a working copy of your manuscript, so use a clear, easy-to-read typeface that is not closely packed. If the typeface is too small or too tight for editing, the editors will ask you to send another, more workable printout.

Avoid the use of abbreviations in the text. You may use common abbreviations such as *i.e.* or *e.g.* only in parentheses.

Make sure all pages are included and numbered properly.

14. Submission of manuscripts: Send manuscripts and book reviews to

The Journal of Environment & Development

Graduate School of International Relations and Pacific Studies

Mail Code: 0519

University of California, San Diego

9500 Gilman Drive

La Jolla, CA 92037-0519, USA

e-mail: envdev@ucsd.edu

website: <http://www-irps.ucsd.edu/jed/>