

## INFORMATION FOR CONTRIBUTORS

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Give the article a brief title; if the title is not descriptive of content, add a brief subtitle.

The Journal follows the *American Heritage Dictionary of the English Language* supplemented by *Webster's Third New International Dictionary of the English Language* for usage and spelling, and *The Chicago Manual of Style*, 13th ed. revised and expanded (Chicago: University of Chicago Press, 1982), especially for capitalization, abbreviations, footnotes, punctuation and bibliographies. Verify the spelling of names; do not rely on memory.

Type/print manuscripts on 8 1/2 x 11 paper, double-spaced, with numbered pages and one-inch margins on all sides. Footnotes must be submitted on separate sheets. TYPE THE FOOTNOTES DOUBLE-SPACED. Manuscripts accompanied by floppy disks containing IBM-based WordPerfect, Microsoft Word, or Wordstar are preferred over ASCII files. Diskettes will be returned upon request.

Tables, figures, illustrations, photographs: Each table should be typed on a separate sheet, double-spaced, given an arabic number, and cited in the text. Each column in a table should have a heading. Vertical rules should not be used. Table footnotes and sources, if any, should be typed double-spaced beneath each table. Supply all drawings and/or photographs for figures and illustrations. Each figure should be given an arabic number and title, and cited in the text. The figure number should be marked on each drawing and on the back of each photograph (in soft pencil), and the figure numbers and titles should be typed double-spaced on a separate sheet. Drawings should be original art work done in black india ink on white paper. Photographs should be original black-and-white glossy prints. Never clip anything to a photograph. When selecting or preparing drawings or photographs, keep in mind that they should be large enough and clear enough to permit a reduction of one-half to one-third. Avoid referring to tables and figures in phrases such as "the following," "above," "below," it may be impossible to place the table or figures to correspond. Refer always to "table 2," or "figure 3."

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