

The Kyoto Economic Review (KER) Submission Guidelines

July 11, 2019

Kyoto University Economic Society

Type of manuscript

1. Manuscripts submitted to the KER must be original, i.e. they must not have been published previously, or be under consideration for publication elsewhere. The KER publishes five types of manuscript written in English as listed below:

1) Article

2) Note

3) Review

4) Survey

5) Student paper: papers awarded the “Specially Selected Undergraduate Student Paper Award in Economics” at the Faculty of Economics, Kyoto University or the “Masters’ Student Paper Award” at the Graduate School of Economics, Kyoto University

2. The KER does not accept the following types of manuscript.

1) Translations of articles already published in Japanese

2) Manuscripts with content that highly resembles that of a previously published book or part of a book.

3. The KER publishes both regular and special issues. Special issues are published with the approval of the Committee of the Kyoto University Economic Society, which is composed of members of the Council of the Kyoto University Economic Society.

Who can make submissions to the KER?

4. An “Article” [i.e., type 1.1)] can be submitted to the KER by both members of the Kyoto University Economic Society and non-members alike.

5. A “Note,” “Review,” or “Survey” [i.e., 1.2), 1.3) and 1.4)] can be submitted to the KER by members of the Council of the Kyoto University Economic Society and other contributors at the recommendation of members of the Council of the Kyoto University Economic Society. If manuscripts are co-authored, a corresponding author must be a member of the Council of the Kyoto University Economic Society or a person recommended by a member of the Council of the Kyoto University Economic Society.

6. A “Student paper” [i.e., 1.5)] can be submitted to the KER by an award-winning student on the condition that his/her supervisor recommends his/her submission.

7. Regarding special issues, planning is conducted by a member of the Council of the Kyoto University Economic Society. The selection of contributors to a special issue is made with the approval of the Committee of the Kyoto University Economic Society.

Submission fee

8. A submission fee is not required for any type of submission if the person submitting is a member of the Kyoto University Economic Society. For non-members of the Kyoto University Economics Society, submissions carry a fee of 10,000 yen or US 100 dollar. Please note that the submission fee is not applicable in the case of contributors to a special issue or with student paper submissions.

Copyright

9. Authors are required to transfer all copyrights to the Kyoto University Economic Society when a manuscript is accepted for publication. Therefore, permission of the Kyoto University Economic Society is required regarding the reproduction of the manuscript elsewhere.

10. All manuscripts accepted for publication in the KER are deposited and released electronically through KURENAI (Kyoto University Research Information Repository) a public access platform which is managed by the Kyoto University Library Network.

Review process

11. For “Note,” “Review,” Survey,” “Student paper” [i.e., 1.2), 1.3), 1.4) 1.5)] manuscripts, and contributions to a special issue, a referees’ review process is not conducted.

12. For “Article” [i.e., 1.1)] manuscripts submitted by a member of the Council of the Kyoto University Economic Society or an emeritus professor, a referees’ review is not conducted.

13. For “Article” [i.e., 1.1)] manuscripts submitted by a person who is not a member of the Council of the Kyoto University Economic Society or an emeritus professor, a review process is conducted with one or two referees assigned. Please note that authors can only

have one article under review with the KER at a time. Once the review process of an article is complete, the same author is free to submit another article for review. The review process is conducted as follows:

- 1) For manuscripts submitted by graduate students, one referee is assigned if his/her supervisor signs the “KER Submission Application” described in 16 below.
- 2) For other manuscripts [i.e. those that do not correspond to 13.1)] two referees are assigned.
- 3) Based on the referees’ review, the Committee of the Kyoto University Economic Society decides upon the acceptance or rejection of the article, with the following possible outcomes:
 - a. Accept
 - b. Accept after minor revisions
 - c. Reconsider after major revisions/rewriting
 - d. Reject
- 4) For ease of identification, the article is noted as a “refereed article” if it is accepted after the referees’ review.

14. If the corresponding author is not a member of the Council of the Kyoto University Economic Society or an emeritus professor of the Graduate School of Economics, Kyoto University, but submits a manuscript which is co-authored with a member of the Council of the Kyoto University Economic Society or an emeritus professor, the manuscript is, in principle, dealt with according to 13.

Documents required for submission

15. The corresponding author must send the manuscript as an electronic file (MS-Word file or TeX file converted to PDF) to the Secretariat of the Kyoto University Economic Society by e-mail attachment. Please note that manuscripts must be in a format that is printable on A4 size paper.

16. The corresponding author must also send the electronic file titled “The KER Submission Application” (downloadable from the website of the Kyoto University Economic Society) to the Secretariat of the Kyoto University Economic Society by e-mail attachment. The corresponding author should fill in the KER Submission Application, including the following items: the title of the manuscript, the name of the author, affiliation, corresponding address, telephone number, e-mail address, and the

name of supervisor in the case that the corresponding author is a graduate student. If the corresponding author changes his/her address and so on, he/she must submit the electronic file titled “The KER Notification of Submitter’s Changes” to the Secretariat of the Kyoto University Economic Society by e-mail attachment.

Format of manuscripts

17. Submitted manuscripts must be completed manuscripts, not drafts. The first page of the manuscript should contain the following information.

- 1) Title
- 2) Author
- 3) Abstract (no more than 200 words)
- 4) Keywords (3-5)
- 5) JEL Classification code (no more than 3 codes)
- 6) Affiliation
- 7) Address for correspondence/Phone number
- 8) E-mail address (publishable)
- 9) Advisor at graduate school (in the case of student submission)

18. Manuscripts should be double-spaced with normal margins. All pages should be numbered consecutively. References, figures, and tables should appear on separate pages within the file. Table titles and figure captions and legends must accurately describe the Content.

19. The number of footnotes should be kept to a minimum and numbered consecutively throughout the text with superscripted Arabic numerals. Important formulae should be numbered consecutively throughout the manuscript as (1), (2), and so on, on the right-hand side of the page. Both tables and figures should be numbered consecutively, but in separate sequences from one another.

20. Use of unusual mathematical notations without justifiable grounds should be avoided. An explanatory memorandum should also be submitted in the case that considerable abbreviation has been employed (note that the memorandum is not to be published). This point also applies to programming variables, in the case of simulation studies.

21. References should only include the most relevant papers. The references should be formatted as follows:

1) *For monographs*

Lazonick, W. (1991) *Business Organization and the Myth of the Market Economy*. Cambridge University Press. Cambridge, U.K. and New York, N.Y.

2) *For contributions to collective works*

Witt, U. (1991) “Reflections on the Present State of Evolutionary Economic Theory,” in G.M. Hodgson and E. Screpanti (eds.) *Rethinking Economics: Markets, Technology and Economic Evolution*. Edward Elgar, Aldershot, pp. 83–102.

3) *For contributions to periodicals*

Montes, L. (2003) “Smith and Newton: Some Methodological Issues concerning General Equilibrium Theory,” *Cambridge Journal of Economics* 27.5: 723–748.

22. The same formatting style must be used throughout the manuscript.

23. There is no standard length for manuscripts. However, submitted manuscripts should not really exceed 15,000 words inclusive of figures and tables, etc.

After acceptance

24. After a manuscript has been accepted, the corresponding author must send the final version as an electronic file (MS-Word file or TeX source file) to the Secretariat of the Kyoto University Economic Society by e-mail attachment.

Proofs and PDF copy

25. Proofs will be sent to the corresponding author. Corrections are limited to the second proof and should be limited to typesetting errors.

26. The corresponding author should return the corrected proofs as soon as possible.

27. The corresponding author receives a PDF copy of the published manuscript. The use of the PDF copy is limited to non-commercial use.