

## The Kyoto Economic Review (KER) Submission Guidelines

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Revised on December 8, 2022

Kyoto University Economic Society

### Types of manuscripts

1. The KER publishes the following five types of manuscripts written in Japanese and English. The manuscripts must be original and previously unpublished elsewhere.
  - 1) Articles
  - 2) Research notes
  - 3) Book reviews
  - 4) Surveys
  - 5) Economic research papers that have been recognized with the following awards: Best Graduation Paper Award; Best and Specially Selected Undergraduate Student Paper Award; and Best Masters' Student Paper Award
  - 6) Abstracts from papers recognized with the Best Undergraduate Student Paper Award
2. The KER publishes regular issues and special issues. Regular issues are released on a regular basis, whereas the special issues are released only for special occasions. Please note that the publication of surveys was discontinued as of March 31, 2016.

### Who can make submissions to the KER?

3. Articles (see 1.1) for the regular issues may be submitted by the members of the Kyoto University Economic Society (hereinafter, "the Society") (regular members, honorary members, etc.) and non-members who are recommended by the Council of the Kyoto University Economic Society (hereinafter, "Council"). Co-authored articles may be submitted if the corresponding author(s) is/are a member of the Society or a non-member recommended by the Council.
4. Notes, book reviews, and surveys [see 1.2, 1.3, and 1.4] for regular issues may be submitted by the members of the Society and non-members recommended by the Council. Co-authored manuscripts may be submitted if the corresponding author(s) is/are a member of the Society or a non-member recommended by the Council.
5. The recipients of the Specially Selected Undergraduate Student Paper Award (see 1.5) may submit their award-winning papers with the recommendation of their academic advisors who endorsed their application for the award. The recipients of the Best Graduation Paper Award and the Best Masters' Student Paper Award (see 1.5) may also submit their award-winning papers with the recommendation of their academic advisors.
6. The recipients of the Best Undergraduate Student Paper Award (excluding the specially selected recipients) may have the abstract of their winning paper (see 1.6) published with the recommendation of the faculty member who endorsed their application for the award. Furthermore, the award recipients who do not wish to submit their award-winning papers may submit the abstract of their award-winning paper (see 1.6) with the recommendation of the faculty member who endorsed their application for the award.

7. Mini-features for regular issues may be organized by members of the Council (i.e., councilors). The selection of authors to a mini-feature for a regular issue shall be made by the organizer with the approval of the Council. The organizer shall submit a proposal for a mini-feature to the Council with three to four manuscripts to be published.
8. Special issues may be organized by councilors. However, a special issue commemorating the retirement of a councilor may be organized by a counselor or a person recommended by a councilor. The selection of authors to the special issue shall be made by the organizer with the approval of the Council. The organizer must submit a proposal for a special issue to the Council, along with five to ten manuscript to be published. If the organizer is not a member of the Council, a letter of recommendation from a councilor (any format) should be attached.

### **Submission fee**

9. Submissions are subject to a fee of 10,000 yen.

### **Copyright**

10. The copyright for all manuscripts published in the KER (regular and special issues) belongs to the Society. Therefore, the permission of the Society is required for any reproduction of the manuscripts elsewhere.
11. The full texts of all manuscripts published in the KER (regular and special issues) shall be available for public access as part of a database via KURENAI, the Kyoto University Research Information Repository, which is managed by the Kyoto University Library Network. The database shall also be available for public access on J-Stage.

### **Review process**

12. Research notes, book reviews, surveys, student papers recognized with the Best/Specially Selected Undergraduate Student Paper Award or the Best Masters' Student Paper Award (see 1.2, 1.3, 1.4, and 1.5) in the regular issues of the journal, manuscripts submitted for mini-features in regular issues, and manuscripts submitted for special issues are not subject to peer review.
13. If a councilor or an honorary member of the Society submits an article manuscript (see 1.1) for a regular issue, the manuscript is not subject to peer review.
14. Article manuscripts (see 1.1) is submitted for a regular issue by a person who is not a councilor or honorary member of the Society are subject to peer review.

Peer review will be conducted in accordance with the following. For articles that require peer review, an author can have only one article under review with the KER at a time. However, once the review process is completed, the same author is free to submit another article for review.

- 1) Manuscripts submitted by a graduate student from the Kyoto University Graduate School of Economics are reviewed by one referee if the authorship statement (see 17) carries the signature of the student's academic advisor.
- 2) The review of manuscripts that do not fall under 14.1 shall be conducted by two referees.
- 3) Based on the peer review, the Council shall decide whether or not the articles are acceptable for publication, with the following possible outcomes:
  - (1) Accepted for publication
  - (2) Can be accepted for publication after revision (If the manuscript is not revised appropriately, the author will be asked to revise the manuscript again.)
  - (3) To be reviewed again after revision
  - (4) Rejected

4) A manuscript that has been accepted for publication following the review process shall be referred to as a "refereed manuscript."

15. When a corresponding author who is not a councilor or an honorary member of the Society submits an article manuscript (see 1.1) co-authored by a councilor or an honorary member of the Society for a regular issue, the manuscript shall be treated in accordance with the aforementioned provision 14.

#### Documents required for submission

16. The corresponding author must send the manuscript to the Secretariat of Kyoto University Economic Society (hereinafter, "Secretariat") as an electronic file (A4, horizontal writing, 30 lines per page, 35 characters per line) attached to an e-mail message.
17. The corresponding author must download the authorship statement from the Society's website and email it together with the manuscript to the Secretariat. The authorship statement must include the title and name(s) in Japanese, the title in English, name(s) in Roman letters, affiliation (as of the time of submission), corresponding address, telephone number, e-mail address, and if the corresponding author is a student, the signature of the academic advisor. If the corresponding author's address or other details change after the submission, the Secretariat should be notified via email with either of the following forms attached: "Notification of Changes in Corresponding Author's Information" (for non-members) or "Notification of Changes in Member Information."

#### Manuscript format

18. The manuscript should contain a document text written horizontally.
19. The following information should be included at the beginning of each manuscript. It is also desirable to include the following information in the submitted documents other than the manuscript. These items are not included in the character count of the manuscript.
  - 1) Title (Japanese/English)
  - 2) Name(s) (Japanese/English)
  - 3) Affiliation (Japanese/English)
  - 4) Abstract in Japanese (up to 400 characters)
  - 5) Abstract in English (up to 200 characters)
  - 6) Keywords (Japanese/English)
  - 7) JEL Classification codes (up to 3 codes)
  - 8) Address for correspondence/Phone number
  - 9) Academic advisor at graduate school (in the case of student submission)
  - 10) E-mail address (publishable)
20. The character limit for submitted manuscripts shall be as follows:
  - 1) Articles: up to 24,000 characters for articles in Japanese and 15,000 characters for articles in English. Subject to Council approval, the character limit may be increased to 34,000 characters for articles in Japanese and 20,000 characters for articles in English.
  - 2) Research notes: up to 12,000 characters for research notes in Japanese and up to 5,000 characters for research notes in English. Subject to Council approval, the character limit may be increased to 34,000 characters and 10,000 characters, for research notes in Japanese and English, respectively.
  - 3) Book reviews: up to 8,000 characters for book reviews in Japanese and up to 1,000 characters for book reviews in English.
  - 5) Best Graduation Student Paper Award, Best/Specially Selected Undergraduate Student Paper Award in Economics, Best Masters' Student Paper Award: up to 24,000 characters in Japanese and 15,000 characters in English. Figures and tables shall be

counted as the equivalent of 400 Japanese characters for each page.

6) Abstracts from student papers recognized with the Best Undergraduate Student Paper Award: 400 characters for abstracts in Japanese and 200 characters for abstracts in English

21. The manuscripts should be written in modern kana and kanji.
22. Chapters should be numbered using Roman numerals (Gothic; I, II, III, VI, etc.) and sections should be numbered using Arabic numerals (1, 2, 3, 4, etc.).
23. Use Arabic numerals ((1), (2), (3), etc.) to indicate the continuation of the manuscript.
24. Use "。" to denote full stops and "、" to denote commas.
25. Use Arabic numerals for numbers in the manuscript.  
For example: 2012, Volume 19, etc.
26. Use the following Kanji characters to denote "10 thousand," "100 million," and "trillions," respectively: "万, 億, 兆." Kanji characters or commas should not be used for numbers not exceeding one thousand (except for charts and formulas).  
For example: 1 億 3000 万 (130 million), 650 万人 (6.5 million people), etc.
27. Italicize variables in formulas, unless otherwise specified.
28. Use katakana for foreign words, unless an exception is warranted.  
For example: 独逸 (Germany) → ドイツ (Germany), 頁(page) → ページ(page), etc.
29. Tables and figures should be prepared separately from the main text, with insertion points indicated in the manuscript.
30. Tables and figures should be numbered consecutively.  
For example: Table 1, Table 2, and so on, or Figure 1, Figure 2, and so on.
31. Notes and sources for tables and figures should appear below the tables and figures. The notes should appear above the sources.
32. Notes should be included in the form of footnotes. They should be prepared separately from the main text and numbered consecutively throughout the manuscript.
33. Use the following notation to number notes and indicate them on the right side: 1), 2), 3), and so on.  
Example: capitalism,<sup>2)</sup>  
...is a matter of interest.<sup>3)</sup>  
...has been observed.<sup>4)</sup>  
...has been shown.<sup>5)</sup>  
and so on.
34. The following format should be used for references and citations.

## 1) Japanese Literature

### a. Monographs

Author, title (series title), publisher, year of publication (Gregorian calendar), and page(s) cited.

Example: Koichi Hamada, *International Finance (Modern Economics 15)*, Iwanami Shoten, 1996, pp. 100-105.

### b. Papers (a course, series, collection of papers, etc.)

Author, "title," (editor, "book title," publisher, publication year), page(s) cited.

Example: Yasuharu Nakamura, "Original Money and Future Money," in Shigekatsu Yamaguchi (ed.), "Theory of Market Systems: Market and Non-market Systems," Ochanomizu Shobo, 1992, p. 138.

### c. Journal Articles

Author, "title," "name of the journal," volume number, the month and year of publication, and page(s) cited.

Example: Yoshihiko, Motoyama, "The Fall of the United States and the Possibility of a Multiple Reserve Currency System," *Economic Review*, Vol. 160, No. 3, September 1997, p. 5.  
September 1997, p. 5.

### d. Newspapers

Name of newspaper, date, morning or evening edition.

Example: *Nihon Keizai Shimbun*, April 20, 1998, evening edition.

### e. Documents on the Web

Author and or publisher, year of publication or last update, "title of the document" (URL, date of access)

Example: National Tax Administration, 2019, "'Statistical Survey on Wages in the Private Sector: Table of Statistical Data (2016)'" (available at: <https://www.e-stat.go.jp>, viewed July 30, 2019).

## 2) Foreign literature

The authors' names should be inverted (last name followed by first name). In the case of co-authors, the names of the second and subsequent authors should not be inverted. Italicize the names/titles of books, journals, and newspapers. Use "p." for pages, except for German and Russian literature. When the citation extends over two or more pages, "pp." should be used. For German literature, use "S." (capital letter), but do not use "SS." even if the citation extends over two or more pages. For Russian, "cnh." should be used, even if multiple pages are cited.

### a. Monographs

Author, title, edition, place of publication, publisher, year of publication, page(s) cited

Example: Warren, C. S., J. M. Reeve, P. E. Fess, *Financial & Managerial Accounting*, 5th ed., Cincinnati, South-Western Pub. Co., 1997, pp. 80-89.

### b. Monographs that have been translated into Japanese

Author, title, edition, place of publication, publisher, year of publication, page(s) cited (name(s) of the translator(s), "title," publisher, year of publication)

Example: Hodgson, G. M., *Economics and Institutions: A Manifesto for a Modern Institutional Economics*, Camb., Polity Press, 1988, pp. 9-11. (Kichiro Yagi et al., "A Manifesto for a Modern Institutional Economics," Nagoya University Press, 1997)

### c. Papers (as part of a collection of papers)

Author, "title" in title, ed. by [editor's name], place of publication, publisher, year of publication, pages cited

Example: Shepherd, W., "Monopoly and Antitrust Policies in Network-Based Markets such as Electricity" in *The Virtual Utility: Accounting, Technology & Competitive Aspects of the*

Emerging Industry, ed. by Awerbuch, S., A. Preston, Boston, Kluwer Academic Pub., 1997.

d. Journal Articles

Author(s), "title", name of the journal, volume, issue, month and year, page(s) cited.

Example: Kugler, Peter, "Neuere Entwicklungen der Konjunkturtheorie," Allgemeines Statistisches Archiv, Bd. 82, Heft 1, Jan./März 1998, S. 26-28.

e. Newspapers

Name of the newspaper, date

Example: Financial Times, 21 April 1998.

f. Documents on the Web

35. Author/publisher, year of publication or last update, "title of the document" (citation URL, date viewed).

Example: Negri, A., 1992, "Valeur-travail: crise et problèmes de reconstruction dans le postmoderne," Futur antérieur, 10, pp.30-36. (<http://www.multitudes.net/Valeur-travail-crise-et-problemes/> accessed September 1, 2019)

3) The following format should be used for repeated citations and references.

1) Japanese literature

a. If the same exact source is cited consecutively

ibid., page(s) cited.

Example: ibid., p. 95.

b. If there are other references in between

Last name, op. cit., page(s) cited

Example: Motoyama, op.cit., p.13

2) Foreign literature

a. If the same exact source is cited consecutively

ibid., page(s) cited.

Example:

13) Gilpin, R., U. S. Power and the Multinational Corporation, New York, Basic Book Inc., 1975, p. 220.

14) Ibid., pp. 225-226.

b. If there are other references in between

Last name, op. cit., page(s) cited.

Example:

2) Viotti, P. R., M. V. Kauppi, International Relations Theory, 2nd ed., New York, Macmillan Pub. Co., 1993, pp. 5-7, 35-37, 59.

3), 4), 5) ...

30) Viotti and Kauppi, op. cit., p. 537.

3) German literature

a. If the same exact source is cited consecutively

Ebenda (or ebd.), page(s) cited. "Ebenda" is not italicized.

Example: Ebenda, S. 55 – 62.

b. If there are other references in between

Last name, a. a. O. (am angegebenen Ort), page(s) cited. This should not be italicized either.

Example: Bues, a., a. a. O., S. 10.

36. When citations and references are listed together at the end of the paper, they may be numbered alphabetically or in alphabetical order; furthermore, the reference number, year of publication, and page(s) cited may be indicated in parentheses [ ].

Example: I introduced the theory of effective demand from A. H. Abatti's 1924 book "The Unclaimed Wealth" in my articles [1995a] and [1995b].

[...increased the taxes and deflated the currency (Fisher [1932], p. 105)

References (at the end of the document)

Abatti, H. A. [1924] *The Unclaimed Wealth, How Money Stops Production*, London, George Allen & Unwin.

...

Fisher, I. [1932] *Booms and Depressions, Some First Principles*, London, George Allen & Unwin.

...

Kojima, S. [1995a] "Minsky, Fisher, Hawtrey, "Debt, Money, and Business Cycles," in *Financial Instability and Vulnerability: The Financial Dynamics of Bubbles*, Tatsuhiko Aoki (ed.), Nippon Keizai Hyoronsha.

Kojima, S. [1995b], *Abatti's Effective Demand Theory (1)*, A.H. Abatti: *The Ignored Pioneer of the General Theory*. *Economic Review*, Vol. 156, No. 1.

37. The provisions 21 to 36 of these submission guidelines are recommendations rather than rigid rules, but a consistent writing style must be used in all manuscripts.

### **After acceptance for publication**

38. A complete set of electronic files (text files or MS Word documents, as well as tables, figures etc., as needed) must be submitted with each manuscript that has been accepted for publication in the journal. If the manuscript was produced using TeX, submit the text file without TeX commands and other such items, as well as a PDF file containing typesetting results and a file containing figures, tables, etc., with a view to having them handled by people who do not use TeX. The files must be sent to the Secretariat as an email attachment.

### **Proofreading and journal**

39. The proofreading of manuscripts accepted for publication in the KER must be done by the author(s), including additional proofreading. Corrections to manuscripts, as well as text additions or deletions, are not permitted during proofreading.
40. Proofreading should be completed promptly. All proofreading-related communication must be handled by the corresponding author. Other co-authors can send revisions through the corresponding author.
41. If a special issue is intended to commemorate the retirement of a member of the Council, 100 copies of the special issue (journal) shall be presented to the retired councilor.

### **Other**

In addition to the provisions set forth in these guidelines, the Council of the Japan Economic Association may decide on any other necessary matters concerning the journal submission guidelines.

That all.