

MANUSCRIPT PREPARATION GUIDELINES

This document provides authors with details on policy, copyediting, formatting, and layout requirements pertaining to final manuscript submission to this journal. All manuscripts must have correct formatting to be considered ready for publication.

The entire manuscript submission and review process is handled through an online system named ScholarOne. All manuscripts should be submitted to <http://mc.manuscriptcentral.com/dgjqas>

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All manuscripts must be written in clear and concise English. If you have reasons to doubt your proficiency with respect to spelling, grammar, etc. (e.g., because English is not your native language), then you may wish to employ—at your expense—the services of a professional language editor.

Please get in touch with the Language Editors directly to discuss details.

- Patience Kramer
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Areas of expertise: Health and Medicine (CAM and drug policy and analysis),
Economics and Business (with a focus on marketing)

- Steve Peter
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Areas of expertise: LaTeX, Linguistics, economics, mathematics

CONTENT AND STRUCTURE

- Manuscripts should be submitted as Word, docx, rtf, or LaTeX files
- If your manuscript contains special characters, equations, etc. please make sure to also supply a PDF version as a reference file. This will be used to ensure any formatting issues introduced during the submission process can be corrected accurately.
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- Use the following document structure:
 1. Introduction (titling this section is optional)
 2. Subsequent sections which include tables, references to figures and figure captions.
 3. Appendices (if any).
 4. Explanation of symbols mentioned in the text.
 5. References - Include a proper bibliography following the guidelines in the References section below.
 6. Please supply figures in separate files, not embedded in the text. Please see the “Tables, Figures, and Graphs” section below for more detailed instructions regarding figure submission.

BOOK REVIEWS

- Book reviews must start with the citation of the book at the top of the first page.

NOTE: If you are submitting a LaTeX manuscript, please use the template included in the .zip file found under LATEX TEMPLATE. If you are submitting a Word, RTF, etc. manuscript, please follow the manuscript preparation guidelines below, beginning with the FONTS heading.

LATEX TEMPLATE

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FONTS

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- To indicate text you wish to emphasize, use italics rather than underlining. The use of color to emphasize text is discouraged.
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- Titles of books, movies, etc., should be set in italics rather than underlined.

ABBREVIATIONS

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Headings (e.g., title of sections) should be distinguished from the main body text:

- Clearly indicate the heading hierarchy.
- Be consistent in whether or not you use headline case, or you capitalize the first word and leave the rest in lower-case.

FOOTNOTES

- Footnotes must appear at the bottom of the page on which they are referenced rather than at the end of the paper.
- Excessively long footnotes are better handled in an appendix.

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- **General requirements:** All illustrations must be of reproduction-ready quality and in EPS, TIF, or JPG format. They will be reduced in size to fit, whenever possible, the

width of a single column. Lettering of all figures within the article should be uniform in style (preferably a sans serif typeface like Helvetica) and of sufficient size (ca. 8 pt.). Uppercase letters A, B, C, etc. should be used to identify parts of multi-part figures. Cite all figures in the text in numerical order. Indicate the approximate placement of each figure. Do not embed figures within the text body of the manuscript; submit figures in separate files. Only figures (graphs, line drawings, photographs, etc) should be labeled as ‘figures’, not tables or equations.

- **Halftone figures (grayscale and color)** should have a minimum resolution of 300 dpi and be of good contrast. Authors are welcome to submit color illustrations. We are pleased to offer both Print and Online publication of color figures free of charge.
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- Roman letters used in mathematical expressions as variables must be italicized. Roman letters used as part of multi-letter function names should not be italicized. Subscripts and superscripts must be a smaller font size than the main text.
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- Important definitions or concepts can also be set off as display math.
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REFERENCES

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