

Manuscript Formatting Instructions

1. **Text limit:** Max. 12 pages **Format:** PDF- and DOCX-file
Paper size: A4 (21 x 29.7 cm) **Stile:** Times New Roman, 12 pt
Line spacing: 1; **Paragraphs** formatted (see “Template_written_papers.docx”)
Headings and subheadings: spacing before: 12 pt, spacing after: 6 pt
Text: spacing before: 0 pt, spacing after: 3 pt
Headings of tables and figures: spacing before: 6 pt, spacing after: 3 pt
Sources below tables and figures: spacing before: 3 pt, spacing after: 3 pt
Margins: top 2.5 cm, bottom 2.0 cm, left 2.5 cm, right 2.5 cm
Page numbers: even-numbered: lower left-hand corner; odd-numbered: lower right-hand corner

2. **Manuscripts** can be submitted in German or (British) English and should be organised in the following order: heading, abstract, (max. 4) key words, introduction, main section, conclusion, references.

3. All **headings and subheadings** should be typed in bold face (12 pt) and placed flush left. Number sections and subsections in the following way: 1. Introduction, 2., 2.1, 2.1.1 etc. (Please do not use more than three numbered section headers). Unnumbered subheadings will be permissible.

4. **Figures and tables** (font size 9 pt) should be integrated in the text and explicitly referred to, e.g. (Figure 1) or „... table 2 presents... “. Avoid colours and use dashed lines instead. Each table and figure must have a legend and should be numbered consecutively. Place legends for figures and tables at the top, flush left, and bold. Place references at the bottom, flush left.

5. **Abbreviations:** Use „m“ for million; „bn“ for billion; “%” for per cent; “p.a.” for per annum.

6. **Math typesetting:** Use the equation editor and make sure that equations are not wider than 8.5 cm. All displayed equations (i.e. not “inline” equations) should be numbered consecutively. The number should be placed in parentheses and left-justified on the same line as the equal or inequality sign. Example: Equation (1)

$$(1) \pi = P_y Y - C$$

7. All **citations** should appear in the text and contain the authors' names and year. Use SMALL CAPITALS for authors' names for both, text citation and reference list. The following presents examples of various kinds of text citations:

- More than two authors (please name the first author):
(KLEINHANSS et al., 1998) resp. KLEINHANSS et al. (1998) [...]
- Two authors:
(MILES and HUBERMAN, 1994) resp. MILES and HUBERMAN (1994) [...]
- One author:
(EGGERS, 2005) resp. SCHLÜTER (2001) [...]

Please note that this citation method is only permitted in the continuous text, not in the bibliography.
- For citation methods in the bibliography, see paragraph Literature.

8. **Footnotes** should be numbered consecutively and be included at the bottom of the respective page. Put **quotations** in quotation marks (“...”).

Literature

References in the continuous text have to be as detailed as possible in order to clearly represent the source. In press reports, it is sufficient to name the medium and the date of publication (e.g. NZZ from 12.12.1998). If the citation of author, year and page is ambiguous (BACH, 1979:65), it is necessary to give extended details about the source (BACH, 1979a:65).

List all references alphabetized by authors' surnames or information sources at the end of the manuscript in a section titled "references". Use a separate paragraph for each title. Following the reference guidelines for the *Agrarwirtschaft* (German Journal of Agricultural Economics), the following presents examples of various kinds of references. Abbreviations used in the continuous text (e.g. NZZ) have to be explained here.

Publication without author

ABL. EG (Amtsblatt der Europäischen Gemeinschaften) (26.4.1980), Nr. L 108.

Book

FUHS, F.W. (1985): *Agrarverfassung und Agrarentwicklung in Thailand*. Steiner, Wiesbaden.

BAUMOL, W.J. and W.E. OATES (1988): *The Theory of Environmental Policy*. Cambridge University Press, Cambridge.

Article in a book

BACH, H. (1979): Ist eine bäuerliche Landwirtschaft noch zeitgemäß? In: Bach, H. et al. (Ed.): *Aktuelle Gedanken zur Agrarpolitik*. XY-Verlag, Graz: 63-84.

ANDERSON, K. (1992): The Standard Welfare Economics of Policies Affecting Trade and the Environment. In: Anderson, K. and R. Blackhurst (Eds.): *The Greening of World Trade Issues*. Harvester Wheatsheaf, Exeter, 25-47.

Article in a Journal

KLEINHANSS, W., B. OSTERBURG, D. MANEGOLD, K. SEIFERT, Ch. CYPRIS and P. KREINS (1998): Auswirkungen der „Agenda 2000“ auf die deutsche Landwirtschaft. In: *Agrarwirtschaft* 47 (12): 461-470.

Working paper

TANGERMANN, S. (1997): Reformbedarf in der EU-Agrarpolitik und die Agenda 2000.

Diskussionsbeitrag Nr. 9704. Institut für Agrarökonomie der Universität Göttingen.

Conference proceedings

SINABELL, F. and G. STREICHER (2004): Programme evaluation with micro-data: the use of FADN data to evaluate effects on the market situation of programme participants. In: Ortner, K.M. (Ed.): *Assessing rural development policies of the CAP*. Proceedings of the 87th EAAE-Seminar, Wissenschaftsverlag Vauk Kiel KG, Wien, 267-280.