Notes for Contributors

All contributions and correspondence should be sent to: Professor Malcolm L. Johnson, The Editor, Ageing and Society, Department of Health and Social Welfare, The Open University, Walton Hall, Milton Keynes, MK7 6AA, England. All books for review should be sent to: Dr Anthony M. Warnes, Age Concern Institute of Gerontology, King’s College London, 552 King’s Road, London SW10 0UA, England.

General approach

Authors are asked to bear in mind the multi-disciplinary and international nature of the readership when writing their contribution. In particular, care should be taken to draw out the implications of the analysis for readers in other fields, other countries, and other disciplines. Jargon specific to a particular discipline or country should be avoided, and definitions should be provided for words which might be unfamiliar to some readers.

Articles should generally contain between 5,000 and 10,000 words, although longer or shorter articles may be accepted by arrangement with the Editor.

Submission of an article is taken to imply that it has not previously been published, and is not being considered for publication elsewhere. If an author is publishing a related article elsewhere, this fact should be stated. Contributors of articles or reviews accepted for publication will be asked to assign copyright, on certain conditions, to Cambridge University Press.

Preparation of manuscript

Authors of papers should send three copies of their article and keep one copy of the typescript for correcting proofs.

Contributions (articles, review articles, reviews) should be clearly typed on one side of the paper only using a conventional size of paper, preferably A4. All material should be typed double-spaced (including endnotes) with generous margins.

The title of the article and the author’s name and affiliation should be typed on a separate page at the beginning of the article. The title only should appear on the next page, which should contain an abstract of between one and two hundred words.

Style

References to books and articles should be numbered consecutively throughout the text and typed separately in number order at the end of the article. Bibliographic citations should include the following details: in the case of books, the author or authors, the full title, publisher, place of publication and date; in the case of articles, the author or authors, the title and full name of the journal, volume, year and page reference (first and last page). References should be typed using the following style.


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Tables and figures should be clearly laid out, numbered consecutively, and designed to fit on a page 234mm x 155mm. Vertical lines between columns should be omitted, and horizontal lines limited to the top and bottom of the table, with an additional one below the column headings. Totals and percentages should be labelled, and units identified. Every table or figure should have a title and at least one reference in the text to indicate its location.

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