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The corresponding author should prepare (a) a complete text and (b) complete text minus the title page, acknowledgements, and any running headers of author names, to allow blinded review.

Where the paper reports original research on human subjects, confirmation must be given that ethical guidelines have been met, including adherence to the legal requirements of the study country. Authors must state the full name of the body providing the favourable ethical review and reference number.

A declaration of sources of funding must be provided if appropriate. Authors must specify what role, if any, their financial sponsors played in the design, execution, analysis and interpretation of data, or writing of the study.

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The stereotypical presentation of individuals or social groupings, including the use of ageist language, must be avoided.

Articles must be between 3,000 and 9,000 words (excluding the abstract and references). All contributions (including reviews) should be typed double-spaced with at least one-inch or two centimetre margins throughout (including notes and the list of references).

Most research articles usually have the following sections in sequence: Title page, Abstract (200-300 words), Keywords (three to eight), Main text, Statement of ethical approval as appropriate, Statement of funding, Declaration of contribution of authors, Statement of conflict of interest, Acknowledgements, Notes, References, Correspondence address for lead author. The tables and figures should be presented one to a page in sequence at the end of the paper.

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# AGEING & SOCIETY

VOLUME 32 PART 2 FEBRUARY 2012

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