Parameters for Preparing an Article in English for Submission to the Canadian Journal of Regional Science for Electronic Publication

Length of article
A regular article should not be more than 5,000 words, including tables, figures and bibliography. A Table or a Figure that takes up 1 page (8 ½ x 11in, or 216 x 279 mm) is considered to be the equivalent of 350 words.

An article to be published in the section Research Notes should not be more than 4,000 words, including tables, figures and bibliography.

The article must be submitted electronically to the Guest Editor in the case of Special Issues or to the Editor in Chief of the Journal for regular articles.

The Files
1. The text and bibliography must be submitted in a single Word file. Please do not number the pages. Headers and footers should be left empty.

2. Tables must be placed in a separate Word file. Table titles must be presented in the following format: Tables are numbered in a single sequence:
   TABLE 1 The Model of the Dynamic of Localities

   Source (s) must be indicated at the foot of the table: Source: Davidson (2005: 24).

3. Figures (maps, graphs, schematic diagrams) must be ready for printing and must be placed in a separate file (or files): Figures are numbered in a single sequence (no distinction between maps, graphs, schematic diagrams). Figures must be legible, accompanied by a Key where appropriate and have the source indicated, including the source of the data for the figures where appropriate. Figure titles must not be integrated into the figures themselves. Figure titles must be indicated using the following format:
   FIGURE 1 The Model of the Dynamic of Localities

   Any text on the figures (key, scale, ….) must be in Arial characters.

   Any photos must use a separate sequence of numbers; the other requirements for photos are the same as for figures. Photo titles must not be integrated into the photo images themselves; credits for photos should be indicated below each photo. Photo titles must be indicated using the following format:
   PHOTO 1 An Industry of the Knowledge Economy

4. Abstracts: For texts in English, please provide an abstract in English of about 100 words and another in French of about 350 words; both abstracts should be placed together in a separate Word file.
5. Please place the title page with the coordinates of the author or authors (postal address of each author) in a separate Word file.

**Format of text and tables**

Page format: the 4 margins must each be 72pts. Text left-adjusted.

Use Times Roman New 12pt, single spacing.
For any words in French, please place accents on upper case letters where appropriate.

The first line of a paragraph must be indented 35pts, except for the first paragraph after the title of a Main Section title or of a first order sub-section which must be left-adjusted.

Start the first paragraph after a Main Section title or a first order sub-section title on the second line after the title in question.

Leave 2 lines between the text of a section and the title of the next section or sub-section.

Do not number sections, but indicate the hierarchy of sections and sub-sections by the format of their titles:

**Title** (bold, 14pts, centred):

**Regional Development**

**Main section title** (bold, 14pts, centred):

**Business Development**

The first paragraph …

**Title of a first order sub-section** (bold, 12pts, left-adjusted):

**Community Futures in Quebec**

The first paragraph …

**Title of a second order sub-section** (italics, 12pts, left-adjusted, the text following on the same line):

*The example of Northern Ontario:* In the 1960s, ….
Bibliographic References

In the text of the article (and at the bottom of tables and figures to indicate sources), bibliographic references should be presented using the Harvard or scientific method: Bolton (2004, 2005); Bolton et al (2004).

For a direct quote, use the following format:

Bolton et al (2004: 36)

Use footnotes only for substantive comments and not to indicate bibliographic references.

The Bibliography

References


For references to a Web site, provide the coordinates of the Web site, its title and the author of the site, as well as the date on which the Web site was last consulted for the preparation of the article.

*A detail:*

For the first time that an acronym is used in the text, please give the name in full (title, explanation). This can be accomplished by using a footnote.