

NOTES TO CONTRIBUTORS

1. Papers submitted must contain original unpublished work and should not be under consideration for publication elsewhere. **For submissions see inside front cover.**
2. Manuscripts should be submitted by email or on disk to one of the Executive Editors (as listed on the inside front cover) and should be preceded by a summary not exceeding 300 words. The title page should include the name and address of each author. The corresponding author should be indicated with email, telephone and fax numbers supplied.
3. Each section should be numbered, with equations numbered, for example, (2.1), (2.2), etc. within section 2, to the right-hand side of the page. Non-standard notation should be explained in the text. Footnotes should be avoided. Contributors should refer to the line drawings as Fig. 1, Fig. 2, etc., and any subfigures as (a), (b), etc. and insertion points indicated within the text.
4. Single letters denoting vectors and matrices are usually printed in bold. Scalar and vector products are printed as $\mathbf{a} \cdot \mathbf{b}$ and $\mathbf{a} \wedge \mathbf{b}$. The use of \exp and $/$, where typographically convenient, is favoured.
5. References should be listed at the end of the manuscript in the form: (journals) authors' initials and surname, title of paper, journal title, volume number, year (in parentheses), and page numbers; (books) authors initials' and surname, book title, publisher, location and year (in parentheses). References should be numbered consecutively in the order in which they are first mentioned in the text. It is important to follow the correct style for listing and citing references. Standard journal names should be abbreviated in the *QJMAM* style; less common names should be supplied in full.
6. For L^AT_EX submission please use the *QJMAM* class file
(www.oxfordjournals.org/qjmamj/for_authors/qjmam.cls)
A T_EX file (www.oxfordjournals.org/qjmamj/for_authors/guide.tex) is available on how to use the .cls file.
Upon final acceptance of your paper please send your source file and all macros via e-mail to the Executive Editor who is dealing with your paper (email addresses supplied on the inside front cover). Authors who are planning to send source files by email should also include a postscript or PDF version of their paper. Please follow all the instructions to authors that are detailed above and note the text width should be set to 33 pc and the text height to 45 \baselineskip. Electronic figures can only be used in ps or eps format.
7. Authors will normally receive a PDF proof of their article by email. Proofing instructions will accompany the PDF file. The proof should be checked immediately and returned to Oxford University Press as directed.
8. Authors of papers published in *QJMAM* will be entitled to free URL access to their paper. Hard copies of offprints can be ordered on the form that is sent to contributors with their proofs.
9. It is not the present policy of *QJMAM* either to review books or to enter into exchange arrangements.
10. It is a condition of publication in the *Journal* that authors grant to Oxford University Press a licence to publish. This ensures that requests from third parties to reproduce articles are handled efficiently and consistently and will also allow the article to be as widely disseminated as possible. In granting the licence, authors may use their own material in other publications provided that the *Journal* is acknowledged as the original place of publication, and Oxford University Press is notified in writing and in advance (journals.permissions@oxfordjournals.org; http://www.oxfordjournals.org/access_purchase/rights_permissions.html).