

Information to Contributors

Categories. For purposes of its placement within an issue of the PSR, a manuscript approved for publication will be classified as an article, a research note, a news item, a comment or a book report.

An article will be distinguished from a brief communication of a research note principally on grounds of its completeness (or degree of finish) and/or its complexity. Length is not a primary consideration in this distinction.

The PSR distinguishes four kinds of book report, namely, the book listing, the book notice, the book review, and the review article. An elaboration of these classifications can be found in Volume 19 (1-2), January-April 1971.

Style. In general, we follow the norms of the *Chicago Manual of Style* (12th edition, revised; Chicago and London: University of Chicago Press, 1969) and of Kate Turabian's *Manual for Writers* (4th edition, revised; Chicago and London: University of Chicago Press, 1973). However, it should be noted that source references without substantive content are made in the *running text*, not in notes by inserting within parentheses the author's name, year of publication, and page(s) referred to. The bibliographic data to accompany this brief reference will be placed under *References* at the end of the article.

Format and copies. Using an 8 x 11 inch paper, the author should prepare a *double-spaced* typescript original and at least three copies of manuscript. The original and two copies of the manuscript, should be submitted to PSR, with one or more other copies retained by the author to guard against loss. The editor may return a copy marked to indicate suggested changes, but *submitted manuscripts will otherwise not be returned to the author.*

Authors should leave at least one inch on all sides to make it possible for the editor to insert instructions to the printer. Content notes, numbered consecutively, bibliographic references, tables, and figures should be placed on separate sheets and not included within the text or at the bottom of text page. Where the manuscript is intended as an article, the author should also add an abstract of 50 to 75 words summarizing its contents.

The list of bibliographic references should be double-spaced. No vertical lines are to be included in the table; however, a horizontal line should separate the table title from the column headings, and the column headings from the body of the table. A single line is used to mark the end of the body of the table. Acknowledgements are to be included at the end of the text.

Examples of PSR's norms for categories, style and format will be found in any recent issue of the *Review*.

The editor will generally acknowledge receipt of manuscripts by surface mail. If authors feel that a quicker reply is desirable, they should enclose sufficient postage to cover the added cost.

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