

Submission Guidelines

(Please also read the 'Important Note on the Review Process and Submission' - page 5)

The manuscript should not exceed **12,000 words** including all tables, figures and list of references (but excluding the title page) and be **no longer than 45 pages**, including the Appendix. It should contain the following sections:

Title Page

1. Thematic Area: Labour Markets & Industrialisation, Gender, Education, Climate Change Economics, Sustainable Development or Other – *please specify in up to 3 words*
2. Title (*in Bold*)
3. Abstract – Between 120-200 words (*directly below the Title on the same page*)
4. Keywords – 3 to 10 key words representing the topic and field(s) of the research article (*directly below the Abstract*)

Introduction (*on the next page*)

This section should explain the research question(s) of the study, provide motivation for the study topic(s), briefly mention the methods used, describe the results obtained and touch upon the policy relevance (if any) of the study.

Literature Review

This section should contain a survey of the existing literature and provide motivation for the research questions addressed in the paper, identifying existing research gaps in the academic literature.

Methods

This section should provide a complete explanation of the research methodology, including justification for the use of a particular model. All equations, tables and figures should be numbered, along with a caption.

Results

Description of the findings of the study including tables and figures (to be inserted in the relevant positions within the text), with additional tables in the Appendix.

Discussion/Policy Relevance (optional)

This section should provide clear explanations of results, including mechanisms tested and alternative checks performed to ensure robustness of findings. (*Such qualitative explanations of the results can alternatively be incorporated in the Results section*).

Limitations

Any limitations of the current study or directions for future research can be briefly presented in this section.

Conclusion

This section should contain a summary of the paper including the research question(s) addressed, methods used, overview of key findings, description of potential policy significance and directions for future research.

Additional Documents

Please mention whether you will provide any documents in addition to the manuscript file (for example, tex/bib files for LaTeX etc.).

References

Citations of journal articles, working papers, books, book chapters, and other literature should follow the formats listed below:

Journal article:

Last Name, First Name [; First Name Last Name; ...] (Year): Title. Journal, Volume(Issue), XX-YY.

Example, Fred; Martin Ahead; David Principle (2019): Behavioral Economics. Journal of XXX
14(4), 456-487.

Journal article with DOI:

Last Name, First Name [; First Name Last Name; ...] (Year): Title. Journal, Volume(Issue), XX-YY. DOI.

Example, Fred; Martin Ahead; David Principle (2019): Behavioral Economics. Journal of XXX

14(4), 456-487. doi:14.1005/s004091000053

Working paper:

Last Name, First Name [; First Name Last Name; ...] (Year): Title. Journal, Volume(Issue), XX-YY.

Example, Fred; Martin Ahead; David Principle (2019): Behavioral Economics. IZA Discussion Paper No. XXXX.

Research Report:

Last Name, first Name [; First Name Last Name; ...] (Year): Title. Study on behalf of XXX,

Place of publication.

Example, Fred; Martin Ahead; David Principle (2019): Behavioral Economics. Study on behalf of IZA-Institute of Labor Economics, Bonn.

Book:

Last Name, first Name [; First Name Last Name; ...] (Year): Title. Place of publication [(in press)].

Example, Fred; Martin Ahead; David Principle (2019): Behavioral Economics. New York (in press).

Book chapter:

Last Name, first Name [; First Name Last Name; ...] (Year): Title, in: Last Name, First Name [; First Name Last Name; ...] (eds.), Title. Place of publication, XX-XXX.

Example, Fred (2019): Behavioral Economics, in: Principle, David; Martin Ahead (eds.), Studies in Personnel Economics. New York, 78-124.

Book chapter in a series with/without volume title:

Last Name, First Name [; First Name Last Name; ...] (Year): Title, in: Last Name, First Name [; First Name Last Name; ...] (eds.), [Title.] Handbook of Personnel Economics, Vol.

X. Place of publication, XX-XXX.

Example, Fred (2019): Behavioral Economics, in: Principle, David (ed.), Studies in Personnel Economics. Handbook of Contemporary Labor Economics, Vol. 3. New York, 78-124.

Example, Fred (2019): Behavioral Economics, in: Principle, David (ed.), Handbook of Contemporary Labor Economics, Vol. 3. New York, 78-124.

Edited volume:

Last Name, First Name [; First Name Last Name; ...] (eds.) (Year): Title. Place of publication.

Principle, David; Martin Ahead (eds.) (2019), Studies in Personnel Economics. New York.

Dissertation

Last Name, First Name (Year): Title. Dissertation, University of X.

Example, Fred (2019): Behavioral Economics. Dissertation, University of Bonn.

Paper presented at a conference/workshop

Last Name, First Name [; First Name Last Name; ...] (Year): Title. Paper presented at XXX, Institution, Location, Date.

Principle, David; Martin Ahead (2019): Behavioral Economics. Paper presented at the X. Annual

Conference of the Academic Society, Edinburgh, 22 March 2019.

Online document:

Last Name, First Name [; First Name Last Name; ...] (Year): Title, in: Online Source. Link.

Accessed Date.

Principle, David; Martin Ahead (2019): Behavioral Economics, in: The Online Dictionary of Economics. <http://www.onlineat.com>. Accessed 15 January 2019.

General formatting information

Manuscripts must be written in concise English. Quick points:

- Use 1.5 line spacing, justify text (Ctrl+J)
- Use Times New Roman, 12-point font
- Include line and page numbering for the manuscript

File formats

The following word processor file formats are acceptable for the main manuscript document:

- Microsoft word (DOC, DOCX)
- PDF along with the TeX/LaTeX Code

****Important Note on Review Process and Submission**

At the Development Research Foundation (DRF), we follow a double-blind peer review process and, therefore, ensure complete anonymity of both the authors and the editors/reviewers. Therefore, we request you to **NOT** include any of the following in your manuscript submission:

- Author names, designations, institutional affiliations, addresses, contact numbers or contributions to the study.
- Acknowledgements section
- Declarations of conflict of interest, funding details etc.
- Any other information which may reveal your identity to the reviewers.

The above information will be requested in a detailed format at a later stage, i.e. once the manuscript has been accepted for publication.

The title of the manuscript document should be: Title_Date(dd.mm.yyyy). Please upload your manuscripts and all additional documents (as separate files but with the same title: "Title_Date") to the following portal: http://tiny.cc/WPS_Paper

For the purpose of anonymity, we request you to enter your contact details on a separate form: http://tiny.cc/WPS_Contact

Disclaimer: Submission of your research article to DRF requires that the article not be submitted elsewhere for publication while being considered by the DRF or be in the public domain.

Review timeline

Following an internal review at DRF, we will inform you whether your manuscript has been accepted for publication within one month of submission. Subsequently, your paper will be sent to an external reviewer, an international expert of your particular subject and topic. The entire process from article submission to publication as a DRF Working Paper is expected to take 3 - 6 months.

We look forward to receiving your research articles!

Best regards,
The Development Research Foundation (DRF)