Advice to authors on preparing a manuscript for

*Capitalism Nature Socialism*

**NB:** Please follow any specific instructions for authors provided by the Editor of the journal

**Font:** Garamond, 12 point. Use margins of at least 2.5 cm (1 inch).

**Title and sub-title:** Each main word should be typed with an initial capital letter. Sub-titles should follow a colon directly after the main title.

**Authors’ names:** Give the names of all contributing authors on the title page exactly as you wish them to appear in the published article.

**Correspondence details:** Please provide an institutional email address for the corresponding author. Full postal details are also needed by the publisher, but will not necessarily be published.

**Anonymity for peer review:** Ensure your identity and that of your co-authors is not revealed in the text of your article or in your manuscript files when submitting the manuscript for review. Advice on anonymizing your manuscript is available [here](#).

**Acronyms:** Whilst country abbreviations may be written with full stops/periods (e.g. U.S.A. or USA; U.K. or UK) depending on the author’s spelling preferences, acronyms of organisations are written without periods/full stops. For example: NRDC for the Natural Resources Defense Council; UN for United Nations; USAID for United States Agency for International Development.

**Section headings:** Section headings should be concise. If using numbered section headings, they should be concise and numbered sequentially, using a decimal system for subsections.

- First-level headings (e.g. Introduction, Conclusion) should be centred and typed in bold, with an initial capital for each main word.
- Second-level headings should be flush left and typed in bold italics, with an initial capital letter for each main word.

**Quotations:** Please use double quotation marks, except where “a quotation is ‘within’ a quotation”. Displayed extracts of more than one long sentence are set apart from the rest of the text by a half-inch indentation at both ends with a space before and after. These extracts do not need quotation marks. Additional words which are not found in the original quotations must be placed in square brackets to indicate they are not part of the quoted material.

**Dates:** Dates are written as day, month, and year: 9 August, 2005. If using U.S. spelling, dates may be written in accordance with U.S. conventions. Decades are either written out, for example, the seventies, or notated as the 1970s. Note that there is no apostrophe here. A range of years uses all four digits: 1994-1996, 1999-2004. Centuries are notated with numbers, for example, 20th century.

**Emphasis:** *Italicize* words for emphasis instead of underlining them.

**Units:** *Capitalism Nature Socialism* uses the International System of Units (metric). Other units are optional, but when used should be noted in parentheses.
**Numbers and Variables:** All whole numbers from one to ten should be spelled out unless they are paired with a mathematical symbol (e.g., \(2 + 2 = 4\)), abbreviation (e.g., 25 km, 16 cm), “percent” (e.g., 25 percent), or “score” (e.g., score of 57). Decimals appearing in tables and text should include leading zeros (for example, 0.1273, rather than .1273). If the character “<” (or “>”) is used as a verb (i.e., “is less than”), there should be a space on either side of it: “n < 6.” If it’s used as an adjective (i.e., “less than”), there should be no space on either side (for example, “measured <6 inches”). Statistical variables (e.g., n, f, R, p) should be set in italics, unless they are in Greek letters.

**Statistical test results:** When reporting statistical test results, provide a justification for using them and a brief description or explanation of the statistical technique(s) in language comprehensible for readers with little to no background in statistics. This can be done in a footnote or in the main text, as deemed appropriate. The results of statistical tests must also include descriptive statistics, test statistics, degrees of freedom, obtained test value, and probability figures (or p values). Except for descriptive statistics, all other values should be included in parentheses, after a statement referring to the statistical test employed. Test statistics and p values should be rounded to two decimal places. All statistical symbols that are not Greek letters should be italicized (\(M, SD, N, t, p\), etc.). When reporting a significant difference between two conditions, indicate the direction of this difference, i.e., which condition was more, less, higher, or lower than the other condition(s).

**Tables:** All tables must be referenced in the text. Each table must be typed in the same 12-point font as the text and numbered sequentially with Arabic numerals. Each table must have a descriptive title as well as informational column and row headings. Decimals appearing in tables should include leading zeros: 0.1273 rather than .1273. For examples of preferred table style, see recent articles in Capitalism Nature Socialism. Or use the example attached here.

**Tables and figures:** Indicate in the text where the tables and figures should appear, for example by inserting [Table 1 near here]. The actual tables should be supplied on individual page. Figures should be supplied as separate files. Ensure you have permission to use any figures you are reproducing from another source. Advice on artwork is available here.

**Running heads and received dates** are not required when submitting a manuscript for review.

If your article is accepted for publication, it will be copy-edited and typeset in the correct style for the journal.

If you have any queries, please contact us at authorqueries@tandf.co.uk, mentioning the full title of the journal you are interested in, or see our Author Services homepage.