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## Back Matter

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## ERRATA

In Volume 11, Number 2, of the *New England Journal of Public Policy*, Table 3 was inadvertently omitted from “The Health Status and Lost Earnings of Hispanic and Non-Hispanic Women” by Janis Barry Figueroa. The table on page 161 should have been labeled Table 4, that on page 163, Table 5, and that on page 165, Table 6.

## New England Journal of Public Policy Guidelines for Contributors

Please adhere to the following guidelines when preparing an article for the journal.

1. Length of article, not including figures, tables, endnotes, and appendixes, should be approximately 24 to 40 double-spaced pages of 300 words per page, or 7,000 to 12,000 words. Please forward 3 copies of the manuscript to the editor. Once a manuscript is accepted for publication, authors are expected to provide a diskette copy of the article on WordPerfect or Microsoft Word for Windows.

2. Place each figure and table on a separate page, indicating where in the article it should be inserted. Include below each one, when pertinent, a full note labeled *Source*, crediting the originator of the data. Should permission to reprint material from the source be necessary, request it and the desired credit line from the copyright holder, in writing, and submit it with the article. Should the methodology of the article require explanation, place it on separate double-spaced pages under the heading *Methodology*.

3. Provide an abstract — a short summary — of the article of about 150 words, double-spaced, labeled *Abstract*, as well as a one-line author identification. The latter should include professional title(s) and affiliation(s). For articles by more than one author, provide an ID for each person.

### *Example:*

Shaun O'Connell, professor of English, University of Massachusetts Boston, specializes in contemporary Irish and American literature.

4. Endnotes, designated Notes, following each article must also be double-spaced. When possible, place mathematical formulas in the endnotes.

Publication data for citations from a book must include, in the following order: full first name or initials and last name of author(s), editor(s), compiler(s), translator(s); full title, including subtitle, of the work; editor's name if given in addition to author; city of publication; year of publication; and pertinent page number(s).

### *Example:*

Robert Frost, "The Gift Outright," in *The Poetry of Robert Frost*, edited by Edward Connery Lathem (New York: Holt, Rinehart and Winston, 1975), 348.

Richard E. Neustadt, *Presidential Power* (New York: Wiley, 1960), 24.

Publication data for citations from a periodical must include, in the following order: full first name or initials and last name of author(s); full title, including subtitle of article; full name of periodical/journal, including volume and issue numbers, date, and pertinent page number(s).

### *Example:*

Shaun O'Connell, "The Infrequent Family: In Search of Boston's Literary Community," *Boston Magazine* 67, no. 1 (January 1975): 44–47.

5. The journal uses shortened references rather than *op. cit.* For a book, include last name(s) of author(s); short title containing key word(s) of main title; and page number(s) of reference. For a periodical article, include last name(s) of author(s); short title of article; and page number(s).

### *Example:*

Frost, "The Gift Outright," 348.

Neustadt, *Presidential Power*, 24.

O'Connell, "Infrequent Family," 44–47.

6. We are happy to answer any questions about these guidelines. Please address queries and manuscripts to:

Padraig O'Malley, Editor, New England Journal of Public Policy  
John W. McCormack Institute of Public Affairs, University of Massachusetts Boston  
100 Morrissey Boulevard, Boston, Massachusetts 02125-3393  
Telephone: 617-287-5550 fax: 287-5544

