

## Editorial Guidelines for Authors

The Editorial Board of the *Annales. Ethics in Economic Life* recommends preparing papers according to the Publication Manual of the American Psychological Association (APA), 6<sup>th</sup> edition.

Some of the most important of them are presented below:

1. **Papers** are typically between **12 to 20 pages**, which is approximately 20 000–40 000 characters (with spaces).
2. **The abstract** for a paper should be included presenting the thesis/hypothesis, the research methods and the main conclusions.

The **keywords** (up to 5) and Journal of Economic Literature (JEL) classification codes should be also included in the text.

3. All papers should be written according to the format:
  - 30 lines per page,
  - Times New Roman font, 12 pt
  - 1.5 line spacing (footnotes 10 pt, single line spacing),
  - all margins at 2.5 cm
4. Papers should be submitted *via* email to the address: **annaes@uni.lodz.pl**.  
Papers should be in *doc*, *docx* or *rtf* format.
5. The paper should be divided into sections numbered with Arabic numerals.
6. Footnotes should be numbered with Arabic numerals. Footnote numbers should be in superscript, without parenthesis or dots.
7. A reference to **an article**:  
Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. *Title of Periodical*, xx(yy), pp–pp.

Please, include a DOI (Digital Object Identifier) if the journal lists one.

A reference to **a book**:

Author, A. A. (year). *Title of work*. Location: Publisher.  
Author, A. A. (year). *Title of work* (T. T. Translator, Trans.). Location: Publisher.  
Author, A. A. (year). *Title of work*. Retrieved from <http://www.xxxxxxx>  
Author, A. A. (year). *Title of work*. doi:xxxxx  
Editor, A. A. (Ed.). (year). *Title of work*. Location: Publisher.

A reference to **a book chapter**:

Author, A. A., & Author, B. B. (year). Title of chapter. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx–xxx). Location: Publisher.

**An electronic version of a book:**

Author, A. A. (year). *Title of work* [format of a book, i.e. Adobe Digital Editions version, Kindle version, etc]. doi:xx.xxxx/xxxxxxxxxxxx

Author, A. A. (year). Title of work. In A. Editor (Ed. & Trans.), *Title of work* (Vol. xx, pp–pp). Retrieved from <http://books.google.com/books> (Original work published 1956)

14. All terms or quotations from Latin or other foreign languages should be written in italics.
15. **All graphs, tables and figures should be submitted in separate files** and marked with a proper number and reference to the text.

**The journal is printed in greyscale**, thus all the graphical objects should be prepared in the greyscale as well (with a proper contrast and textures).

16. **A list of references in alphabetical order should be added at the end of the paper.**

We kindly ask you to respect the guidelines, since it is a precondition of forwarding an article for the reviewing procedure.