

## **Geography and Environment Discussion Paper Submission (for Geography and Environment staff and research students only)**

*(Version 1 – 28/05/2020)*

### **Can I submit my paper?**

1. We only accept submissions by G&E Faculty, Fellows and PhD students. Only papers that have at least been presented once in seminars and conferences can be submitted. Authors should specify this in their submission letter
2. The G&E Discussion Paper series is synergistic and complementary to other Working/Discussion Paper series featuring departmental research hosted by LSE Research Centres, Institutes or other Departments. Therefore, authors are always allowed to publish their papers in other DP/WP collections at LSE or elsewhere.
3. G&E PhD students (following their upgrade) submitting to this series will need to submit alongside a letter from their supervisor(s) endorsing the submission and provide evidence that the paper has been presented at least once internally in the Departmental WIP series. The students and supervisors can then agree on one of the following (to be specified in the submission letter):
  - Ask the section Editor to assign a colleague to provide a (brief) referee report for the student to do (small) revisions before publication.
  - Ask the section Editor not to assign a referee, in which case the supervisor(s) has (have) to guarantee for the quality of the submission. The name of the supervisor will appear in the published Working Paper as the Faculty responsible for the submission.
4. The series is also occasionally open to submissions from very influential scholars not affiliated with the Department exclusively by invitation of the Section Editors in consultation with colleagues in the Department.

## Submitting your Paper

1. You need to write your paper according to the Style Guide below.
2. You need to create an Adobe PDF version of your paper and (where possible) submit also a Word Version of the same document.
3. You need to:
  - Enclose an abstract
  - Enclose keywords and JEL numbers
  - Supply a Twitter 'soundbite' for your paper of no more than 120 characters
4. Please enclose author information.
5. You **MUST** ensure that any data used in the paper is legally licensed, and confirm on the submission e-mail to the relevant Editor that you have done this. If you are supplying data with the papers, please supply it as a single ZIPPED file.
6. E-mail your submission to the Editor responsible for your cluster cc-ing geog.comms@lse.ac.uk. Incomplete submission will be returned to the authors.

## Style guide

- **Abstract:** Maximum of 250 words. Your abstract must read easily and communicate what has been found from your research as well as indicate what has been investigated in the paper.
- **JEL classification numbers (where relevant and appropriate) and Keywords must be given.**
- **Names, affiliations and contact information** (email and postal addresses) for all authors.
- General **acknowledgments**.

### Style guide for the main paper:

- **Order of paper:** text, tables, figures, appendices, references.
- Paper formatted as PDF file for submission.
- **Font** 12pt and Times New Roman.
- **A4 paper size only;** margins 2.54 cm throughout.
- **1.5 linespacing** throughout text. Quotations, footnotes and references single spacing.
- **Pagination** centred at bottom of page.

- **Text headings:**

Main headings

- Title case
- Font 14 pt
- Numbered
- Flush left
- Bold
- Two lines left clear above;
- one below

Secondary headings

- Sentence case
- Font 12 pt
- Numbered
- Flush left
- Bold
- One line left clear above; One below

Tertiary headings

- Sentence case
- No numbering
- Flush left
- No bold; no italics
- One line left clear above; one below

**Text Headings**

**2. Empirical Model**

**2.1 The role of Geography**

Data sources

- **Paragraphs to be fully justified.** First paragraph of each section flush left, then run on paragraphs with indent of one tab stop.
- **Footnotes** only, no endnotes.

**Paragraph Style**

**2. Geography and Environment**

The research shows that EXZ  
Results confirm ABC.

- **Equations** to be numbered consecutively; place the numbers flush right. Equations in Appendices begin with A1 or B1 if Appendix B.
- **Figures and Tables** to be numbered consecutively. Tables and Figures in Appendices will begin with A1 etc.

**Equation Format**

$$ST_{it} = F(R_{it}, N_t)$$

$$ST_{it} = \alpha_i R_{it} + \beta_i \quad (A1)$$

$$ST_{it} - ST_t^c = \quad (B1)$$

**References** mentioned in the text **MUST** appear in the Reference Section and vice versa. See an example of reference formatting below:

**Please Follow This Style For References**

*Journal Article*

Alesina, A. and Drazen, A. (1991), 'Why Are Stabilisations Delayed?', \_\_\_\_\_  
American Economic Review, 81(5), pp. 29-42.

*Chapter in book*

Brown, G. A., Smith, M. and Carley, D. F. (1970), 'Dual Challenges', in J. Johnson and B. Boyle (eds), *Job Satisfaction*, pp. 29-42, Farnworth Press: London.

*Book*

Kwan, L. (1986), *Work Harder*, Dent Publishers: London.

*Mimeos, Working Papers, Discussion Papers*

Willer, D. (1997), 'Corporate Governance and Shareholder Rights in Russia', Discussion Paper No. 298, Centre for Economic Performance, London School of Economics.