

## **JOURNAL OF SOUTH EAST ASIAN ECONOMIES (JSEAE)**

### **NOTE TO CONTRIBUTORS**

The Journal of Southeast Asian Economies (JSEAE) is a peer-reviewed journal focusing on economic issues pertaining to countries in the region – defined as the ten members of the Association of Southeast Asian Nations (ASEAN) and East Timor. JSEAE welcomes articles using orthodox economic approaches as well as those of a more heterodox nature. Oriented at both researchers and policy-makers, the journal seeks to reconcile the ideals of relevance, methodological rigour, and accessibility.

JSEAE is published three times a year, in April, August, and December. Each issue includes: articles based on original research; research notes; review articles; and book reviews. Once a year, the Journal publishes a Special Issue devoted entirely to a topic of import for the region.

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## **SUBMISSION GUIDELINES FOR ARTICLES & MANUSCRIPTS**

### **Word-count and abstract:**

- Manuscripts of full research articles submitted for consideration should be **between 7,000 and 8,000 words in length**, not including notes and references.
- Manuscripts of research notes should be between **4,000 and 5,000 words in length**, not including notes and references.
- They should include **abstracts** of about **100 words** and **five to eight keywords**.

Abstracts should summarize the content and principal arguments of manuscripts.

### Example:

#### **Abstract**

*Vietnam has experienced spectacular economic growth over the past decade, and a lot of this has been a result of massive inflows of FDI. Although much has been written on the impact of FDI in developing countries, previous studies have generally ignored macroeconomic consequences in cost-benefit assessments. These macroeconomic aspects can be particularly important in transitional economies like Vietnam, where some of the instruments of macroeconomic stabilization may be blunt or unavailable. First, growth in capital inflow needs to be accommodated by real exchange rate appreciations. In dollarized economies like Vietnam, the nominal exchange rate cannot be relied upon to deliver it, so inflation is usually the result. In dollarized economies, it is also difficult for the central bank to conduct open market operations, in order to sterilize large capital inflows, or mop up excess liquidity. Again, this could add to inflation. The combination of a young and inexperienced banking system and an investment-hungry SOE sector only exacerbates the situation, and increases the risk of imbalances that can result in a crisis.*

#### **Keywords**

Capital inflow, Macroeconomic adjustment, dollarization, real exchange rates, transitional economies, Vietnam

- Submissions should be of a high standard of English (i.e., they should be clear, well-articulated, and comprehensible).
- The broad format should be scholarly but tables, charts and figures, citations, **endnotes**, and quotations should be kept to a minimum level essential for the analysis or descriptions intended.

### **Spelling:**

- Consistency in spelling is important.
- **Commonwealth spelling is preferred.** For example:
  - centre, programme, labour, defence, organisation, recognise, analyse, authorise
- In quoted material and titles of books and articles, original spelling ought to be retained.

### **Numbers:**

- Please spell out numbers from one to ten, except in technical or statistical discussion involving their frequent use.
- Measurements should be in metric units.
- Please specify all currency values.
- Please use the words “per cent” in-text instead of the symbol “%”. The use of the symbol “%” can be retained in the headings, captions and text for illustrations, tables, and figures.

## **ILLUSTRATIONS, TABLES AND FIGURES GUIDELINES:**

Tables, maps, and figures are to be numbered and have headings, captions and source information. They **should be placed at the end of the manuscript**, rather than in the body of the text. **Please note that JSEAE does not print in colour; please ensure that all illustrations, tables, and figures are black and white compatible.**

### **Charts and Tables:**

Ensure that each chart and table inserted into the article has its respective **original data set** provided for in **Microsoft Excel format**. If these are not available in Microsoft Excel format, for example, if an alternative econometric software has been used, please ensure that the data are submitted as **original image files** (jpeg, pdf and/or png format) that are **black and white compatible**.

### **Illustrations and Image Figures:**

Authors are required to submit the original image files of photos or illustrated images used in their articles. Common image formats such as **jpeg, pdf and png** are acceptable.

### **Use of copyrighted material:**

Authors are responsible for obtaining and supplying written evidence of permission from copyright holders for reproducing any illustrations, tables, figures or lengthy quotations that have been previously published elsewhere. Such documentation must state that the permission given applies to worldwide distribution, both in print and as soft copy.

## **IN-TEXT CITATION GUIDELINES**

Bibliographical references should be incorporated into the text using the author-date-page system, **with page numbers** except when it is clearly not appropriate. References must appear in the body of the text, in the styles that follow:

### Example:

Various investigators (Cohen 1976, p. 34; Rogers 1981, p. 52; Smith 1972, pp. 16, 70) have reported findings at variance with Brown's (1971, p. 8).

- Ensure that every citation has its own bibliography reference.

### In-text Citation Examples:

- i. **Three authors:** (Connors, Smith and Brown 1989, pp. 45)
- ii. **Four authors or more:** (Connors et al., p. 67)
- iii. **Citing indirect sources:**
  - a) (Jones 2008, p. 9, drawing on Taylor 1998)
  - b) (Jones 2008, p. 9, citing Taylor 1998)
- iv. **Same last names for different authors:**

...will cause contamination (T. Smith 1999) ...an alternative solution (C. Smith 1999).

- v. **No author:**
  - When a source has no known author, use a shortened title of the work instead of an author name. This will enable easy reference to the cited source under the bibliography references, where the listed source should begin with the title.

1. Place the title in quotation marks
2. Italicize it if it is in a foreign language
3. Provide a page number

Examples:

**In-text citation:** ("History of Communism" 2009, p. 20)

**Bibliography:**

"History of Communism in Southeast Asia." *Contemporary Southeast Asian History* 2, no. 4  
(2009): 1-24.

vi. **No date:** (World Bank, n.d.) or (Brown, n.d., p. 10)

vii. **Corporate Author or Organisation:**

- A corporate author may include a commission, a committee, regional or international organisation, or a group that does not identify individual members on the title page.

When citing in-text or in endnotes, use the abbreviation or acronym by which the body is most commonly known.

Examples:

a) (ADBI 2009; ODI 2005; ESCAP 1998; WTO 2000; ASEAN 2003)

b) (World Bank 2008). Instead of, (The World Bank 2008)

## **QUOTATION GUIDELINES**

- Short quotations (less than three lines of typescript) in the text should be enclosed within **double quotation marks**, followed by a parenthetical citation.

### Example:

According to advocates, the decision was a “necessary evil” (Chambers 1993, p. 171), though many disagree.

- Material added by the author of the article **should be enclosed in brackets [ ]**, not parentheses ( ).
- Omissions in a quotation are indicated by ellipses, using three dots (periods when typed) where one or more words are omitted, followed by a space.
  - If this happens at the end of a sentence, four dots — a period, followed by three dots must follow:

### Example:

“ ... [Franklin] stressed ... the notion of global overpopulation was an exaggeration.... Experts concur...”

## **END-NOTES GUIDELINES**

- **All notes should be placed at the end of the submitted manuscript (Typesetters will reposition the end-notes).** Notes should be kept to a minimum and numbered consecutively throughout the text.

### Examples:

<sup>1</sup> The foregoing discussion also draws on the author's field-work during the 1990s.

<sup>2</sup> There had also been an enhancement in 2004 (World Bank 2004).

<sup>3</sup> See ADBI (2009).

- **Ensure that all cited sources in the end-notes have been properly referenced in the bibliography.**
- In-text citations for unpublished interviews, personal communications, and notes from field observations should be placed in the end-notes section with the date and location provided

### Example:

<sup>1</sup> Interview, Singapore, 25 September 2007.

## **BIBLIOGRAPHY GUIDELINES**

- Double space all citations.
- Do not leave a line between entries.
- Hanging indentation to be applied to all reference entries.
- **Capitalize** each word in the titles of articles, books, etc., but do not capitalize articles (the, an), prepositions, or conjunctions unless one is the first word of the title or subtitle.

### Examples:

Gone with the Wind, The Art of War, There Is Nothing Left to Lose.

- When the title of an article ends with a question mark or exclamation point and that mark of punctuation thus falls to the left of the quotation marks, there is no need in bibliographic entries for a full stop to the right of the quotation marks.

### Example:

"A Wolf in Sheep's Clothing?" *Annual Review of Sheep Herding* 3, no. 2 (1927).

- **All foreign titles are to be italicized**
  - Translate and place within brackets the English-translated titles of all foreign language references in the bibliography.

## **Number of Authors - Bibliography Examples:**

### **i. Two or more sources by the same author:**

- Provide the author's name in last name, first name format. Provide names in full, **avoiding initials** as far as possible.
- **For each immediately subsequent entry by the same author**, use three hyphens (Ctrl+Alt+Numpad Hyphen) and a period.

#### **Example:**

Marcus, Randall. *Engineering History: A Retrospective of Southeast Asian Colonial History*. Princeton, New Jersey: Princeton University Press, 2000.

———. *Centuries Past: Britain's Colonial History in Malaya*. Durham: Duke University Press, 2003.

### **ii. More than one author in a bibliography source:**

- **Two authors in a source:**

#### **Example:**

Pablo, Juan and Neil Adams. *Qualitative and Quantitative Studies of Malaysia's Elections*. Massachusetts: Beacon Press, 1997.

- **Three/four or more authors in a source:**

**Note:** While using et al. is acceptable for in-text citations, it is **unacceptable** for use in the bibliography.

#### **Example:**

Adler, John H., Edward R. Schlesinger and Elbert van Westerborg. *The Pattern of United States Import Trade since 1923*. New York: Federal Reserve Bank of New York, 1952.

**iii. Bibliography Source by a Corporate Author or Organisation**

- A corporate author may include a commission, a committee, regional or international organisation, or a group that does not identify individual members on the title page. List the names of corporate authors (**abbreviated or in acronyms, where necessary, to match its appearance in-text**) in the place where an author's name typically appears at the beginning of the entry. When an **acronym** is used, ensure that the organisation's name appears **in full** at the end of the source, after the location.

Examples:

Oxfam International. *Environmental Studies*. New York: HarperCollins Publishers, 1998.

WTO. *World Trade Report 2011*. Geneva: World Trade Organization, 2011.

Department of Statistics Malaysia. *Population Projection, Malaysia 2010-2040*. Putrajaya: Jabatan Perangkaan Malaysia, 2013.

**iv. Bibliography Source with No Author**

- List by title of the source. Incorporate these entries alphabetically just as you would with works that include an author name.

Example:

“Our Population, Our Future”, *Prime Minister's Office Singapore. National Population and Talent Division*, n.d. <<http://population.sg/>> (accessed 12 December 2013).

Parsons, Joseph. “Exploring Singapore’s Family Planning Programmes”. *Populi* 15, no. 2 (1999): 13-32.

### **Bibliography Source Examples:**

#### **i. Books**

Dean, John P. and Alex Rosen. *A Manual of Intergroup Relations*. Chicago: University of Chicago Press, 1955.

Adler, John H., Edward R. Schlesinger and Elbert van Westerborg. *The Pattern of United States Import Trade since 1923*. New York: Federal Reserve Bank of New York, 1952.

#### **ii. Article in a Volume**

Kaiser, Ernst. “The Literature of Harlem”. In *Harlem: A Community in Transition*, edited by Howard H. Clarke. New York: Citadel Press, 1964.

#### **iii. Article in a Periodical**

Mendelson, Edward M. “A Messianic Buddhist Association in Upper Burma”. *Bulletin of the School of Oriental and African Studies* 24, no. 1 (1961): 560–80.

#### **iv. Translation of a Foreign Language Title**

Alampiev, Petr M. *Ekonomicheskoe raionirovanie SSR* [Economic regionalization of the USSR]. Moscow: Gosplanizdat, 1959.

- All foreign titles are to be italicized.

- Translate and put within brackets the English-translated titles of all foreign language references in the bibliography.

**v. Dissertation**

Puru Shotam Nirmala. “The Social Negotiation of Language in the Singapore Everyday Life World”. Doctoral dissertation, Department of Sociology, National University of Singapore, 1987.

**vi. Newspapers/Weekly/Daily Publications**

Lim, John. “The Best of Both Worlds”. *The Straits Times*, 2 October 1983. Accessed 12 March 2012.

OR

Lim, John. “The Age of Mammals”. *The Straits Times*, 2 October 1983 <web URL> (accessed 12 March 2012).

Qi Leyi. “Chuten Zhonggong Gaokeji Qiangjun Tihua” [A study of China’s military high technology]. *Chung Kuo Shih Pao*, 23 March 2001. Accessed 12 March 2012.

**vii. Online Article Citations (see also Publications by Regional/International Organisations)**

Bryant, Peter J. “The Age of Mammals”. In *Biodiversity and Conservation*, April 1999 <<http://darwin.bio.uci.edu/~sustain/bio65/index.html>> (accessed 11 May 1999).

**viii. Entire Web Site**

Editor, author, or compiler name (if available). *Name of Site*. Name of institution/organization affiliated with the site (sponsor or publisher), date of resource creation (if available). <Web URL> (Date of access).

**ix. Tweet**

Chestva (@chestva). Tweet. <<https://twitter.com/chestva> > (accessed 31 March 2013).

**x. Government Publications**

Department of Statistics Malaysia. *Population Projection, Malaysia 2010-2040*. Putrajaya: Jabatan Perangkaan Malaysia, 2013.

**xi. Working Papers**

Yang, Tracy. "Crisis, Contagion, and East Asian Stock Markets". ISEAS Working Papers on Economics and Finance no. 1. Singapore: Institute of Southeast Asian Studies, 2002.

**xii. Publications by Regional/International Organisations**

IMF. *World Economic Outlook: Coping with High Debt and Sluggish Growth*. Washington D.C.: International Monetary Fund, October 2012.

WTO. *World Trade Report 2011*. Geneva: World Trade Organization, 2011. <(optional) web URL>

World Bank. *World Bank Data*. 2012. <<http://data.worldbank.org/country/>>.

United Nations. *Population Estimates*. 2013.

<[http://esa.un.org/unpd/wpp/unpp/panel\\_population.htm](http://esa.un.org/unpd/wpp/unpp/panel_population.htm)>

**xiii. Interview**

Mardsen, Richard. Interview. 17 November 2010.

**xiv. Speeches/Lectures/Oral Presentations**

Sukarno. "Speech by President Sukarno on the 15th Anniversary of Electricity Day, Kebajoran Baru, 27 October 1960". 1960. Speech.

**xv. Conference Proceedings**

Last Name, First Name. *Conference Title that Does Not Include Conference Date and Location*. (Omit if already stated in the title) Conference Date, Conference Location. City of Publication: Publisher, Date of Publication. (Where possible).

**xvi. Photocopied Material**

Moore, Philip S. "Academic Development: University of Notre Dame: Past, Present, and Future". Mimeographed. Notre Dame, Indiana: University of Notre Dame, 1960.

## **AUTHOR INFORMATION GUIDELINES**

Manuscripts should be accompanied by the following information:

1. Mailing address (a hard copy of the published Journal will be delivered to this address)
2. E-mail, Telephone and Fax.
3. Author information, which is to be placed at the end of the article, **after** any optional **acknowledgements** the author may express.

### Example:

Simone Cecchini is a Social Affairs Officer at the Economic Commission for Latin America and the Caribbean, United Nations, Santiago, Chile.

Note: Only authors' names and institutional affiliations will appear at the end of the published article/research note, the rest of the information is for our records.