

Instructions for Sending Final Manuscripts, Figures, Data, Appendices and Additional Materials

Please label your files before e-mailing them to Annette Blonar (aeraccept@aeapubs.org). **Each file name should clearly indicate if the file is a “manuscript,” “data,” “appendix,” “figures,” or “additional materials.”** Each filename should contain the manuscript number (which should also be included in the subject line of the e-mail).

- Please send a **PDF** file of the latest version of your manuscript, along with the **NATIVE FILE and any support files**. Your Native File should be in Scientific Word, Word, or LaTeX.

We encourage the use of AER templates in preparing manuscripts for submission in LaTeX or Scientific Word. LaTeX templates and additional instructions are available at http://www.aeaweb.org/latex_templates.zip Scientific Word templates and additional instructions are available at http://www.aeaweb.org/sw_templates.zip We also request an “.aux” file and “.bb1” from your most recent compile.

Authors submitting in Word are required to use the following format:

- Double-Spacing;
- 12-Point Times New Roman font;
- 1-inch (2.5-cm) side, top, and bottom margins.
- Please, also, ensure that the file is not encrypted.

- If applicable, please send, **EPS or PPT** versions of your figures.

- It is preferable to send each “group” of files (if there is more than one file for data, figures, additional materials, etc.) as a .zip file (for example, 20030002_data.zip *or* 20030002_addmaterials.zip).

- Please use underscores instead of spaces when creating file names.

- In addition, appendices must be sent in PDF format (for example, 20030002_appendix.pdf *or* 2002002_finalpaper.pdf).

- All datasets must include a PDF “Read me” file (clearly labeled, for example, ReadMe.pdf) containing a list of all files included and guiding a user on the types of files and how to use them to do replication. The PDF “Read Me” file should be included in the .zip file containing the dataset.

- For datasets that are too large to send by e-mail, we make available the option of uploading large files to our FTP server. Please contact Jenna (jenna@aeapubs.org) for instructions on accessing the FTP server.