

Bibliography Formatting
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The joy of having a paper accepted is (only very slightly) tempered by having to reformat the bibliography and section headings to fit the journal style; sometimes authors also do this when submitting to a new journal. For .tex papers, .sty and .bib files can do the reformatting easily, but for Word, it might normally have to be done manually. Fortunately, they can be delegated if you give step-by-step instructions, e.g. to an assistant. I thought I'd share the instructions I'd given in the past, in case they help others avoid having to reinvent the wheel. If you don't have an assistant, you can hire a virtual assistant; I use www.getfriday.com. While I only cover the journals that I am familiar with in these instructions, one can easily expand them to include more journals. At the end I also have instructions you can give an assistant to cross-check the references with the paper body. If anything is incorrect or missing, please email me.

Journal of Finance

Bibliography

- Example: Hirshleifer, David, Siew H. Teoh, and Jeff J. Yu, 2011, Short arbitrage, return asymmetry, and the accrual anomaly, *Review of Financial Studies* 24, 2429–2461.
- Use authors' full first names; include any middle initials. For the first author, the first name and any initials go after the last name; for other authors, they come before rather than after the last name of authors.
- A comma separates all authors' names. An "and" comes before the name of the last author.
- There is a comma after the last author's last name, followed by the year, not in parentheses, and another comma.
- The title of the paper is not in quotation marks. Only the first word is capitalized (except for any words that follow a colon).
- The title is followed by a comma, and then the journal name is in italics
- There is no comma after the journal name. Then there is the journal volume, then a comma, and then the page numbers. The page numbers are separated by an "en" dash (–), not a hyphen (-). The full page numbers are given. For example, rather than 256–89, it should be 256–289. A period is after the page numbers.

Citations of papers in the main text

- For any paper which contains four authors or more, cite them as "Brown et al." where Brown is the first author
- For all papers cited, regardless of whether they are within a phrase in parentheses or not, the year of the paper is in parenthesis. For example, "short selling improves price efficiency not only by facilitating the flow of private information into prices (e.g., Miller (1977), Harrison and Kreps (1978), Chang, Cheng, and Yu (2007), Boehmer and Wu (2013)), but also by decreasing managers' tendency to manage earnings."

Other

- Please ensure that any "minus" numbers within the main text, or in any table, are indicated with an "en" dash (–), not a hyphen (-)
- For all section titles, all main words should be capitalized, e.g. "Measuring the CEO Investment Cycle".
 - All main sections should be designated by a Roman numeral, e.g. "III. Alternative Explanations". They should be in bold, and centred.

- Sub-sections should be designated by a capital letter, and no Roman numeral, e.g. the second sub-section of Section III should be “B. Omitted Variables” not “III.B. Omitted Variables”. They should be in italics, not bold, and left-aligned.
- Sub-subsections should be designated by the letter of the subsection, then a space, then an Arabic number, e.g. “B. 1. Management Quality”. They should be in italics, not bold, and centred.
- All section numbers/letters should be followed by a period.

Journal of Financial Economics

Bibliography

- Example: Burkart, M., Gromb, D., Panunzi, F., 1997. Large shareholders, monitoring, and the value of the firm. *Quarterly Journal of Economics* 112, 693–728.
- Use initials rather than first name of authors; only include the first initial, not any subsequent initials. For all authors (not just the first author), the initials come after the last name
- A comma separates all authors’ names. There is no “and” between any of the authors’ names
- After the final initial of the final author comes a comma, followed by the year, not in parentheses, and then a period.
- Then follows the title of the paper, which is not in quotation marks. Only the first word is capitalized (except for any words that follow a colon)
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- The journal volume is followed by a comma, then a space, and then the page numbers. The page numbers are separated by an “en” dash (–), not a hyphen (-). The full page numbers are given. For example, rather than 256–89, it should be 256–289. A period is after the page numbers.

Citations of papers in the main text

- Include all authors’ names; do not use “et al.”
- For any papers that are cited within a phrase in parentheses, the year of the paper does not go in parentheses, there is no punctuation between the authors’ names and the year, and a semi-colon separates each paper, e.g. “Mergers and acquisitions are often motivated by non-value-maximizing reasons (e.g., Jensen 1993; Grinstein and Hribar 2004; Harford and Li 2007).”

Other

- Please ensure that any “minus” numbers within the main text, or in any table, are indicated with an “en” dash (–), not a hyphen (-)
- For all section titles, only the first word in the title should be capitalized, e.g. “Measuring the CEO investment cycle”. For any main sections (e.g. 2), the title should be in bold, and there should be a period after the number, e.g. “**2. Analysis**”. For sub-sections (e.g. 2.1.), the title should be in italics and not bold, and there is a period after the number, e.g. “*2.1. First-best benchmark*”

Review of Financial Studies

Bibliography

- Example: Kaplan, S. N., T. J. Moskowitz, and B. A. Sensoy. 2013. The Effects of stock lending on security prices: An experiment. *Journal of Finance* 68:1891–936.

- Use initials rather than first name of authors. If the author has two initials, a space goes between them (e.g. D. J. Denis rather than D.J. Denis). For the first author, the surname comes first, then a comma, then the two initials (after a space); for all other authors, the initials come before the name
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- The title is followed by a period, and then the journal name in italics
- After the journal volume, there is a colon, and then the page numbers (no spaces). The page numbers are separated by an "en" dash (–), not a hyphen (-). For the "ending" page number, include only the page numbers that differ from the start page number. For example, "567–589" should be "567–89" since the "5" is repeated. "567–623" stays that way since nothing is repeated.

Citations of papers in the main text

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Other

- Please ensure that any "minus" numbers within the main text, or in any table, are indicated with an "en" dash (–), not a hyphen (-)
- For the titles of any main section (e.g. 1, 2), all main words in the title should be capitalized, e.g. "Measuring the CEO Investment Cycle". For any sub-sections (e.g. 1.1), only the first word should be capitalized. All titles should be in bold

Review of Finance

Bibliography

- Example: Graham, J. R., Harvey, C. R., and Rajgopal, S. (2005) The economic implications of corporate financial reporting, *Journal of Accounting and Economics* **40**, 3–73.
- Use initials rather than first name of authors. If the author has two initials, a space goes between them (e.g. Denis, D. J. rather than Denis, D.J.). For all authors (not just the first author), the initials come after the last name.
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Management Science

Bibliography

- Example: Agrawal A, Matsa D (2013) Labor unemployment risk and corporate financing decisions. *J. Financial Econom.* 108(2):449–470.
- Use initials rather than first name of authors. If the author has two initials, no space nor period goes between them (e.g. Yonker SE). For all authors (not just the first author), the initials come after the last name.
- A comma separates all authors’ names. No “and” comes before the name of the last author.
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- The journal name is followed immediately by a space, then the volume number, issue number in parentheses, a colon, the page numbers, and a period. There is no space after any of the last five items.
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Citations of papers in the main text

- For any paper which contains three authors or more, cite them as “Brown et al.” where Brown is the first author
- For any papers that are cited within a phrase in parentheses, the year of the paper does not go in parentheses, a space comes between the authors’ names and the year, and a comma separates each paper, e.g. “Mergers and acquisitions are often motivated by non-value-maximizing reasons (e.g., Jensen 1993, Grinstein and Hribar 2004, Harford and Li 2007).”

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Journal of Economic Literature

- Example: Brenner, Menachem, Rangarajan K. Sundaram, and David Yermack. 2000. “Altering the Terms of Executive Stock Options.” *Journal of Financial Economics* 57 (1): 103–28.
- Use authors’ full first names; include any middle initials. For the first author, the first name and any initials go after the last name; for other authors, they come before rather than after the last name of authors.
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Elsevier Handbook

- Example: Himmelberg, C.P., Hubbard, R.G., Palia, D. 1999. Understanding the determinants of managerial ownership and the link between ownership and performance. *J. Financ. Econ.* 53 (3), 353--384.
- Use initials rather than first name of authors. If the author has two initials, no space goes between them (e.g. Denis, D.J. rather than Denis, D. J.). For all authors (not just the first author), the initials come after the last name.
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- The title of the paper is in quotation marks. Only the first word is capitalized.
- The journal name is in italics in abbreviated form (see https://images.webofknowledge.com/images/help/WOS/A_abrvjt.html for abbreviations), then the volume number, then a space, then the issue number in parentheses. There is no punctuation between any of these
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Note that for papers with more than two authors, they may be cited as "et al.", e.g.

Admati, A.R., Pfleiderer, P., Zechner, J., 1994. Large shareholder activism, risk sharing, and financial market equilibrium. *J. Polit. Econ.* 102 (6), 1097--1130.

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