

CANADIAN JOURNAL ON AGING

General Information and Instructions to Authors (Revised May, 2000)

The *Canadian Journal on Aging* is a refereed, quarterly publication of the Canadian Association on Gerontology. It publishes manuscripts on aging concerned with biology, health sciences, psychology, social sciences, and social policy and practice. The Journal welcomes articles reporting original research, as well as conceptual and theoretical papers which significantly advance knowledge or understanding in gerontology. Although focussed on Canadian research, manuscripts from authors outside Canada are welcome. Authors are asked to bear in mind the multi-disciplinary nature of the readership when writing their manuscripts. In particular, care should be taken to draw out the implications of the analysis for readers in other fields and other disciplines.

1. Submission and acceptance of manuscripts

All manuscripts should be addressed to the Editor-in-Chief: Anne Martin-Matthews, School of Social Work and Family Studies, The University of British Columbia, 2080 West Mall, Vancouver, BC V6T 1Z4

Submission of a paper to the *CJA* implies that it has not been published, nor is it under consideration by another journal; and if accepted by the *CJA* it is not to be published elsewhere (except as a conference proceedings) without permission.

2. Manuscript preparation

a. *Preparing the manuscript.* It is recommended that IBM-compatible software be used; authors must supply their final version in Word Perfect. Articles should be printed double spaced. Articles should generally contain between 3,000 and 10,000 words. Number pages consecutively, beginning with the title page and including all pages. Five (5) copies must be submitted. A condensed title for a running head, not to exceed 40 letters and spaces should be supplied, and up to six (6) key words for abstracting purposes.

b. *Title page.* Two of the copies must include a title page containing name of author, highest degree awarded, name and address of institutional affiliation, e-mail, FAX and telephone numbers.

c. *Author anonymity.* Three of the submitted copies must include a blinded title page, with title only.

d. *Abstract.* Each manuscript submitted must include, on a separate sheet, an abstract of not more than 100–150 words. A French translation of the abstract is necessary. The author may provide this or accept the expense of the translation of the abstract (\$35.00).

e. *Acknowledgements.* These should be added on a separate page and will be incorporated in a preliminary note on the first printed page of the article.

f. *Notes.* All notes should be entered as endnotes and should appear immediately before the References. Footnotes are not acceptable.

g. *References.* The articles submitted should be written in either the American Psychological Association style or the Vancouver style of referencing. More information regarding this may be obtained by writing to the Editorial office.

h. *Tables.* Tables should be printed on separate sheets and position in paper clearly indicated.

i. *Figures.* Camera ready figures should be submitted with the final version of the paper in the following size: 28 picas/4 5/8 in. wide max. 43 picas/7 1/4 in. depth.

3. *Diskettes.* Once a paper is accepted the author must supply a copy of the paper on diskette in Word Perfect (IBM) format.

4. *Authors' alterations.* Alterations to page proofs will be charged to the author.

5. *Copyright.* Authors of articles or reviews accepted for publication will be asked to assign copyright, on certain conditions, to the *Canadian Journal on Aging*.

6. *Sexist and biased language.* Authors should avoid using sexist and biased language in their manuscripts. For further clarification, please refer to the APA guidelines.

