LaTeX Instructions for Authors

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Contents

1 Introduction

This document explains to authors how to install and use the LaTeX style files for research journal articles from Now Publishers.

2 The Contents of the Archive

The archive contains two folders: *Author-Instructions*, and *nowauthortexmf*. The content of the *Author-Instructions* folder is described below. The other folder and files should never be touched and only need to be installed.

The folder *Author-Instructions* contains the following files and folders:

AuthorLaTeXInstructions.pdf : This PDF, containing the instructions to create LaTeX articles.

Examples: A folder containing a set of example LaTeX files and PDF output. These include:

> ***Sample***: A folder comprising a complete set of LaTeX source files for a sample research journal article. You can test your installation using the files in *sample* in Section 5.
>
> ***CFR-Example***: A folder containing examples of the input and output for figure and table captions for *Critical Finance Review* (see Section 4.10).
>
> ***SIP-Example***: A folder containing examples of the input and output for *ATSIP* articles (see Section 4.11).
>
> ***now-sample.bib***: An example bibliography file with different types of publication entries. (see Section 4.9).
>
> ***PDFs***: A folder containing the output PDFs of the generic sample article, the CFR example and the SIP example.

3 Installation

These instructions assume that you have a working LaTeX installation version. In principle, the installation process only requires you to copy the files to a place in your LaTeX environment and make your environment aware that they exist. In Section 3.2, we give an example of how to install the files in the MikTeX system. Finally, you may need to configure your TeX editor to be able to run the programs completely (see Section 3.3). If you have problems installing these files in your own system, please contact us at production@nowpublishers.com.

We use Computer Modern fonts for some of the journals. You will need to make sure that these fonts are installed. Refer to your system documentation on how to do this.

3.1 Quick Install

To get up and running quickly, unzip *nowauthortexmf.zip* and copy the following files into the same folder as your LaTeX file.

```
nowsort.bst
example-journaldata.tex
example.tex
now-biblatex.sty
now-cfr-init.cfg
now-cfr.sty
now-journal.cls
```

If you do not have biber.exe you will need to download it from http://biblatex-biber.sourceforge.net/ and copy it to the same folder as your LaTeX files and make it known in your PATH.

You can now typeset as normal. Follow the instructions in Section 4 and beyond to create your article.

3.2 Installation in MikTeX

Step 1: If you do not have biber.exe you will need to download it from http://biblatex-biber.sourceforge.net/.

Step 2: Unpack the zip file into a temporary folder.

Step 3: Move the folder *nowauthortexmf* and the file biber.exe to a local folder, preferably already known to your LaTeX environment. For example *C:\localtexmf*. If you do not already have a suitable folder, create *C:\localtexmf* and move everything there. If you choose this option, add a folder *C:\tex* in *C:\localtexmf*; this folder can remain exmpty and unused but needs to be present to add the path to MikTeX.

Step 4: Move the folders *Author-Instructions* to a folder in your typesetting environment. You can run the example LaTeX files from this folder to test your installation.

Step 5: Start the MikTex (Admin) Settings program. Select the Roots tab and add the following paths (See Figure 1 for an example):

- C:\localtextmf
- C:\localtextmf\nowauthortexmf

Select the General tab and press both Refresh FNDB and Update Formats (also see Figure 1 for an example).
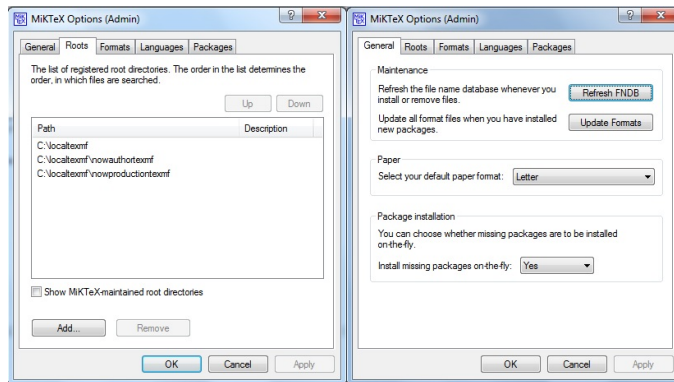
Figure 1: Adding the paths in MikTeX.

3.3 Running biber From Your TEX Editor

We use *biber* to compile the bibliography. You can set up TeXWorks to run biber as follows.

Step 1: Select Edit - Preferences from the menu and then tab "Typesetting".

Step 2: Click on + to create the biber tool (see Figure 2 for example). Enter:

Name: *biber*
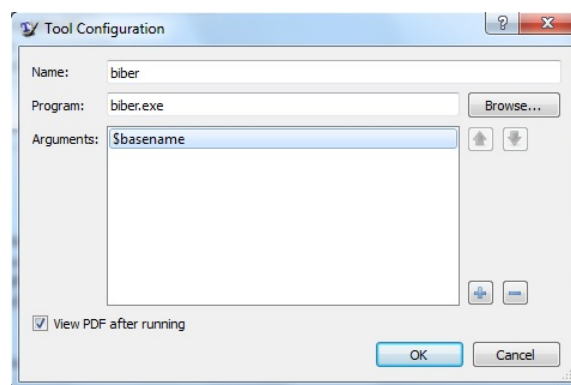Program: *biber.exl*
Arguments:
`$basename`

Figure 2: Adding the biber tool in TeXworks Preferences.

4 Create the Article Source

The now-journal class file is based on the standard LaTeX article class file so you can use any commands you normally would.

A bibtex file must be used for references (see Section 4.9).

NOTE: Do not modify any class or style files included in our distribution. If you do so, we will reject your files.

4.1 The Document Class

At the start of your file use:

```
\documentclass[example,biber]{now-journal}
```

`example` will need to be replaced by the journal code of the journal for which you are submitting the article. Refer to Table 1 for this.

Table 1: Journals and their corresponding codes.

Journal	Code	ISSN	DOI
APSIPA Transactions on Signal and Information Processing	sip	2048-7703	116
Critical Finance Review	cfr	2164-5744	104
Data Envelopment Analysis Journal	dea	2161-1823	103
International Review of Environmental and Resource Economics	irere	1932-1465	101
Journal of Forest Economics	jfe	1104-6899	112
Journal of Historical Political Economy	hpe	2693-9290	115
Journal of Law, Finance, and Accounting	jlfa	2380-5005	108
Journal of Political Institutions and Political Economy	pip	2689-4823	113
Quarterly Journal of Political Science	qjps	1554-0626	100
Review of Behavioral Economics	rbe	2326-6198	105
Review of Corporate Finance	rcf	2693-9312	114
Strategic Behavior and the Environment	sbe	1944-012X	102
Strategic Management Review	smr	2688-2612	111

Table 2 indicates which of the fields explained in this section are required and allowed for each journal. Fields that are not allowed will need to be commented out.

4.2 The Article Data Box

The article data box command is used to enter the ISSN number of the journal, DOI of the article, the copyright, and if necessary, the online appendix and dates of receipt and review. For example:

```
\articledatabox{Online appendix at \url{}\\
Received xx xxxxx, 2024; Reviewed xx xxxxx, 2024\\
ISSN 2161-1823; DOI 10.1561/100.00000001\\
\copyright 2024 A. Smith}
```

Table 2: Required fields are marked by a ✓ and allowed fields are marked by a ○.

Journal	Receipt/Review Dates	Keywords	JEL Codes	Corresponding Author	Acknowledgements	Disclaimer
CFR		✓	✓	○	○	○
DEA		✓	○	○	○	○
HPE		✓	○	○	○	○
IRERE		✓	✓	○	○	○
JFE		✓	○	✓	○	○
JLFA		✓	✓	○	○	○
PIP		✓	○	○	○	○
QJPS	✓	✓	○	○	○	○
RBE		✓	✓	○	○	○
RCF		✓	✓	○	○	○
SBE		✓	✓	✓	○	○
SIP	✓	✓	○	✓	○	○
SMR		✓	○	○	○	○

4.3   Authors and Affiliations

Author names and affiliations are inserted as normal but if an author shares an affiliation with another author not in sequence, then the affiliation number can be used to associate that author with a repeated affiliation.

For example:

```
\author[1]{Smith,Allan}
\author[2]{Jones,Burt}
\author[1]{Black,Chris}

\affil[1]{Affiliation 1}
\affil[2]{Affiliation 2}
```

Would produce:

Allan Smith[1], Burt Jones[2] and Chris Black[1]
[1]Affiliation 1
[2]Affiliation 2

4.4 Keywords

Encode keywords as follows:

`\keywords{keyword 1,keyword 2,...}`

To assign JEL codes to your article, you can add the command:

`\keywords[JEL]{JEL code 1,JEL code 2,...}`

You can use either one of these commands or both. Make sure that there are no spaces after the comma that separates the keywords and/or JEL codes.

4.5 Corresponding Author

The corresponding author's name and e-mail are added using the `\creditline` command.

4.6 Abstract

Ensure that the paper's abstract is defined in the `\begin{abstract}` environment.

4.7 Acknowledgments

To include acknowledgments, use the `\creditline{}` command in the preamble.

4.8 Disclaimers

To add a disclaimer, use the `\disclaimer{}` command in the preamble.

4.9 Bibliography

Use a .bib file for the references. Consult the sample-now.bib file for an example of different reference types. Add the following command in the preamble to include the references:

`\addbibresource{<file name>.bib}`

You can process the bib file with biber using the BibLaTeX style. To process your file with biber, set the documentclass to:

`\documentclass[<option>,biber]{now-journal}`

Add `\prinbibliography` at the end of article for all journals, **except** for *The Journal of Web Science*.

4.10 Exceptions for Critical Finance Review

The *Critical Finance Review* requests that authors use the following commands for figure and table captions, and they should be used in the following order:

Note{} This command is optional and is used to assign a note to a figure or table

Source{} This command is optional and is used to indicate the source of the (data in a) figure or table.

caption{} The caption contains the figure title.

Description{} This contains a description of the figure or table.

Interpretation{} This contains the interpretation of the figure or table.

A Description, Interpretation, or both must be present under the figure or table caption. See the *CFR-Example* example for an example input and output with CFR formatting.

4.11 Exceptions for APSIPA Transactions on Signal and Information Processing

The ATSIP articles require an open access statement. To do this, the following can be added to the preamble.

```
\OAstatement{This is an Open Access article, distributed under the
terms of the Creative Commons Attribution licence
(\url{http://creativecommons.org/licenses/by-nc/4.0/}), which
permits unrestricted re-use, distribution, and reproduction in any
medium, for non-commercial use, provided the original work is
properly cited.}
```

See the *ATSIPA-Example* example for an example input and output with AT-SIPA formatting.

5 Compiling the Article

The instructions for compiling an article are given for MikTeX using TeX-Works as an example TeX editor. We have provided two examples in folders *Examples\LaTeX\verb\dea-001* and *Examples\LaTeX\verb\dea-002*. The steps below use these examples to illustrate the process. Please follow the steps, using *dea-001* and *dea-002*:

Step 1: Copy the files
Author-Instructions\Examples\LaTeX\dea-001
to your LATEX environment. Look at our examples *dea-001* and *dea-002*. Folders like these must be created for each article, and must that contain all the source file.The name of the main LATEX file must be the same as the name of the folder.

Step 2: Open the file *dea-001\dea-001.tex* in TeXWorks, select the option pdfLaTeX and compile the file.

Step 3: Select the option biber and run it on the file.

Step 4: Compile again using pdflatex.