

Other Important Matters(論文の提出部数、制限枚数、形式等)

a. **Language: While English is the preferable language, Japanese language is also acceptable.**
(執筆言語は英語が望ましいが、日本語も可とする。)

b. **Number of Copies for Submission: 4 (1 original and 3 photocopies)**
(提出部数:オリジナル1部、コピー3部の合計4部。)

C. **Maximum number of pages (制限枚数)**

i. For those writing in English: not more than 20,000 words on A4-sized paper
英語の場合は、A4判で20000ワード以内。

- The submitted thesis must be single-sided only.
提出の際は、片面印刷とする。
- The thesis must have a Japanese translated title.
タイトルに日本語訳をつけること。

ii. For those writing in Japanese: the submitted thesis has to be on A4-sized paper; each page formatted to have single-sided and portrait-oriented (the lines are parallel to the shorter edge). The thesis should not exceed 40,000 words.

日本語使用の場合は、A4判用紙を縦長に使用し横書きで片面印刷とする。

- The thesis should have a title and an abstract in English. The abstract should be 2 to 3 pages long on A4-sized paper (each page formatted to have 30 lines of text).
タイトルに英語訳をつけ、A4版で30行詰2枚以上3枚以内の英語の要約を添付すること。

d. **Submission and Writing Style(提出様式・執筆要領)**

Formatting instructions

Binding: Please use simple binding for your thesis, with flat files for the outer cover. Attach a Thesis Title Cover Sheet (format designated by the Graduate School) to the outer front covers of all four copies for submission.

Cover sheet format (A4, vertical orientation)

Use two-hole binding along the left edge of the page

Thesis Title:

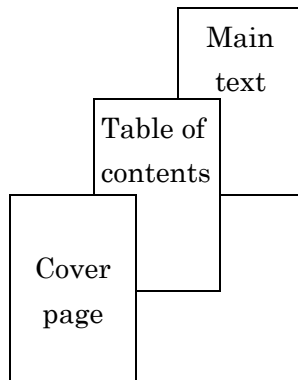
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●●●● Subprogram, Master's Program, Graduate School of
Economics, Kyoto University
Enrolled in 20●●

Name: ○ ○ ○ ○

Submission date: January, 20●●

Note: Bind your thesis in the following order: cover page, table of contents, main text.
(You must use two-hole binding on the left edge of the page.)



Style guide

The Master's Thesis should be prepared in accordance with the following guidelines, which are based on the style guide for the *Keizai Ronsō* journal. However, another style may be followed with the permission of your supervisor.

1. Text formatting (for theses in Japanese)

- (1) As a rule, text should be oriented horizontally, and presented using new kana style, Tōyō kanji, and new character forms.
- (2) For punctuation, use commas (,) and periods (。) .
- (3) Numbers should be written in Arabic numerals as a rule. Kanji characters such as 万, 億, and 兆 can be used for numbers of 10,000 and over. For example: 2000年, 1億3000万, 650万人
- (4) Countries, places, personal names, and other proper nouns in languages other than Japanese should be written in katakana script, except where it is conventional to use kanji.
- (5) In mathematical formulae, variables should as a rule be written in italics.

2. Footnotes

- (1) Footnotes should be used only for additional explication of content. References should be cited in the main text, in the following style: (Author [Year of Publication], Page Numbers).
Example: One view is that “.” (Tanaka [1998], pp. 45-47).
- (2) Footnotes should be numbered in ascending format beginning with 1, and marked using superscript.
Example: is stated.
- (3) Footnote text should be included at the bottom of the page on which the footnote is marked.

3. Tables and figures

- (1) As a rule, tables and figures should appear in the main text.
- (2) Tables and figures should be numbered and given titles.
Example: Figure 1. Title Table 1. Title
- (3) Notes and sources of information should appear underneath the table/figure. Notes should appear before sources.

4. References

- (1) A list of references (regular publications, journal articles, online information) quoted or referred to in the main text should appear at the end of the thesis, with Japanese language references first (in *gojū-on* kana order of author names; multiple references by the same order should appear in chronological order of publication) and foreign-language references second (in alphabetical order of author family names; multiple references by the same author should appear in chronological order of publication). You should avoid listing references appearing in footnotes, except for sources such as statistical reports, newspapers, government documents, and historical materials. Online references should include web addresses and dates accessed.
- (2) As a rule, references should be formatted in the style shown below.
 - (A) Japanese-language references
 - a. Monograph: Author's name [year of publication] 『Title』 Publisher.
Example: 田中秀夫[1998] 『共和主義と啓蒙』 ミネルヴァ書房。
 - b. Paper appearing in an edited collection: Author's name [year of publication] 「Paper title」 Editor's name 『Collection title』 Publisher, pages.
Example: 依田高典・和久井理子[2006] 「ネットワーク外部性と技術標準」 柳川隆編 『競争の戦略と政策』 有斐閣, 271-301 ページ。
 - c. Journal article: Author's name [year of publication] 「Article title」 『Journal title』 Volume and issue number, pages.
Example: 岩本武和[2007] 「アメリカ経常収支赤字の持続可能性」 『世界経済評論』 51(9), 31-40 ページ。
 - d. Online source: Author's name [year of creation] 「Title」 , Organization. (Source URL, date accessed)

Example: 若杉隆平[2009]「2009年の日本経済：創造的革新への転換期」(独)経済産業研究所。(http://www.rieti.go.jp/jp/columns/s05_0003.html, 2010年9月1日アクセス)

(B) Foreign-language references

Authors' names should appear family name first, followed by given name(s).

The name order should not be reverse in this way for second and subsequent authors.

Titles of books, journals, etc. should appear in italics.

a. Monograph: Author's name [year of publication] *Title*, Publisher.

(If using a Japanese translation, this should be given in parentheses as follows:

Translator's name 『Title of translation』 Publisher of translation, year of publication.)

Example: Kaplan, R.S. and D.P. Norton[1996] *The Balanced Scorecard: Translating Strategy into Action*, Harvard Business School Press. (吉川武男訳『バランス・スコアカードー新しい経営指標による企業変革ー』生産性出版, 1997年)

b. Paper appearing in an edited collection: Author's name [year of publication] "Paper title," in *Collection Title*, ed. by Editor's name (name order not reversed), Publisher, pages.

Example: Brander, J. A. [1995] "Strategic trade policy," in *Handbook of International Economics, vol. 3*, ed. by G.M. Grossman and K. Rogoff, North-Holland, pp.1395-1455.

c. Journal article: Author's name [year of publication] "Article title," in *Journal Title*, volume and issue number, pages.

Example: Spence, M. [1973] "Job market signaling," *Quarterly Journal of Economics* 87(2), pp.355-74.

d. Online source: Author's name [year of creation] Title. (Source URL, date accessed)

Example: The International Labour Office (ILO) [2006] Cost of Social Security 1990-1996. (http://www.ilo.org/public/english/protection/secsoc/areas/stat/css/index.htm, accessed September 29, 2010)

(3) When referring to a reference in the main text or footnotes, use the author's (or editor's) family name and year of publication. If there are multiple authors (or editors), include all names if there are three or less in total; if there are four or more, just give the first-name author, followed by "et al."

Examples: According to Sawabe [2005]

. . . is stated (Bun, Akiyama, and Okushima [2007]).

Wakasugi et al. [2008] found . . .

. . . is correlated (Helpman, Melitz, and Yeaple [2004]).

※日本語版は、『学生便覧』冊子の71ページ～参照してください。