

Instructions for Authors

Manuscript preparation

1. General guidelines

- Papers are accepted only in English.
- A typical article will be 2500-5000 words. Papers that greatly exceed this will be critically reviewed with respect to length. Authors should include a word count with their manuscript.
- Manuscripts should be compiled in the following order: title page; abstract; keywords; main text; acknowledgments; appendixes (as appropriate); and references.
- Abstracts of 100-150 are required for all papers submitted.
- Include 4-5 Keywords below the abstract.
- Section headings should be concise and numbered sequentially, using a decimal system for subsections.
- Biographical notes on contributors should be included on the last page (but photos of authors along with biographical notes are optional).
- For all manuscripts non-discriminatory language is mandatory. Sexist or racist terms should not be used.
- When using a word which is or is asserted to be a proprietary term or trade mark, authors must use the symbol ® or TM.

2. Style Guidelines

Title	Bold, first word and proper nouns cap only centred
Authors	An Author and Another Author (initials closed up if J.B. Smith) centred
Affiliation	^a Department, University, City, Country; ^b Department, University, City, Country centred
Abstract	Text smaller, indented both sides centred
Keywords	Keywords: word; another word; lower case except names Position aligned with abstract, same size as abstract
Correspondence details	Given as footnote on page 1* *Corresponding author. Email: xxxxxxxx ranged left, no indent. Postal address not needed. If there is only one author, use *Email: xxxxxxxx
Headings	A. Bold initial cap only B. <i>Bold italic initial cap only</i> C. <i>Italic initial cap only</i> D. <i>Italic initial cap only</i> . Text runs on All ranged left, numbers to be included if supplied, no indent below.
Paragraphs	Indented
Tables	(Table 1) in text. Table 1. Title initial cap only. (ranged left above table) Note: This is a note. (ranged left under table)
Figures	(Figure 1) in text. Figure 1. Caption initial cap only. (ranged left under figure) Note: This is a note. (ranged left under figure)
Displayed quotations	Indented left and right, smaller font (over 40 words, or when appropriate)
Lists	(1) for numbered lists Bullets if wanted
Equations	Equation (1) in text Centred
Acknowledgements	A heading. Goes before notes, bio notes and refs Text smaller
Notes	Notes (A heading) 1. This is a note. 2. This is another note. Text smaller
Notes on contributors	Notes on contributors (A heading) First author details. Line space Second author details. Goes after Acknowledgements, before refs Text smaller
Appendix	Appendix 1. Title if given (A heading) Goes after refs

3. Reference Guidelines

Journal article	[1] A. Author and B. Author, <i>Title of article</i> , Abbrev. J. Title. Vol (Year), pages.
	[1] J. Burckhardt, M. Gunzburger, and J. Peterson, <i>Insensitive functionals, inconsistent gradients, spurious minima, and regularized functionals in flow optimization problems</i> , Int. J. Comput. Fluid Dyn. 16 (2002), pp. 171–185.
Book	[1] A. Author, <i>Title of Book</i> , Publisher, Place of Publication, Year.
	[1] P.E. Gill, W. Murray, and M.H. Wright, <i>Practical Optimization</i> , Academic Press, London, 1981.
Chapter	[1] A. Author, <i>Title of chapter</i> , in <i>Title of Book</i> , A. Editor and B. Editor, eds., Publisher, Place of Publication, Year, pages.
	[1] A.R. Conn and P.L. Toint, <i>An algorithm using quadratic interpolation</i> , in <i>Nonlinear Optimization and Applications</i> , G. Di Pillo and F. Giannessi, eds., Kluwer Academic/Plenum Publishers, New York, 1996, pp. 27–47.
Internet document	[1] A. Author, <i>Title of article</i> , Abbrev. J. Title. Vol (Year), pages. Available at URL. MR number.
	[1] M. Haiman, <i>Hilbert schemes, polygraphs, and the Macdonald positivity conjecture</i> , J. Amer. Math. Soc. 14 (2001), pp. 941–1006. Available at http://www.math.berkeley.edu/~mhaiman . MR 2002c:14008.
Thesis	[1] A. Author, <i>Title of thesis</i> , degree and type of thesis abbrev., Name of University, Year.
	[1] J.S. Ellenberg, <i>Hilbert modular forms and the Galois representations associated to Hilbert-Blumenthal abelian varieties</i> , Ph.D. diss., Harvard University, 1998.
Conference workshop	[1] A. Author. <i>Title of workshop</i> , Name of Conference, Place of Conference, Year.
	[1] P. Hovland, <i>Automatic differentiation and its role in simulation-based optimization</i> , IMA Workshop, Minneapolis, MN, 2003.

3. Figures

- Figures must be embedded into the paper.
- All figures must be numbered in the order in which they appear in the paper (e.g. figure 1, figure 2). In multi-part figures, each part should be labelled (e.g. figure 1(a), figure 1(b)).

Manuscript submission

Papers should be sent to editors@readingmatrix.com. We will confirm receipt of paper.

Electronic submissions should be sent as email attachments using a standard word processing program.