

A MANUAL FOR AUTHORS OF MATHEMATICAL PAPERS*

The purpose of this manual is to help mathematicians in preparing papers for publication. A reasonable amount of attention on the part of authors to the rules and suggestions given below will save the time of editors, referees, printers, and readers, and will help keep the cost of publication at a minimum. Although most of the discussion will apply to mathematical papers in general, special rules will occasionally be given for papers specifically intended for the Bulletin or Transactions of the American Mathematical Society.

Style. In the course of writing a mathematical paper intended for publication, the author must settle such questions of usage and arrangement as (1) the organization of the paper into chapters, sections, paragraphs, propositions, theorems, proofs, examples, remarks, and the use of appropriate headings; (2) the adoption of a system of enumeration for the sections, theorems; (3) the treatment of footnotes, references and bibliography; (4) the use of capital or small initial letters in such adjectives as abelian, euclidean, jacobian; (5) the use or non-use of hyphens in such technical terms as sub-harmonic, fixed-point; (6) the questions of style which arise when words in the text are replaced by symbols.

Concerning the first three questions—particularly the third—the author's decisions must to some extent be governed by the routine stylistic requirements of the journal for which his paper is intended. For guidance, the author should consult current numbers of that journal; if his paper is intended for the Bulletin or Transactions, he may consult, instead, the Special Rules given below.

Concerning the remaining questions, perhaps the only general rule that can be offered is the Rule of Uniformity: Whatever the usage adopted by an author in a given paper, *that usage should be maintained consistently throughout the paper*. It may be remarked that the reasons for urging a careful observance of this rule are economic as well as stylistic. Every paper is carefully checked by an editorial assistant before it is sent to the printer. An author who has written "euclidean" part of the time and "Euclidean" the rest of the time may have done so inadvertently. But the assistant cannot guess this.

* The writers of this manual have received invaluable advice from members of the office staff of the American Mathematical Society and have consulted freely the following excellent pamphlets: *Notes on the preparation of mathematical papers* (The London Mathematical Society); *Typographic suggestions to authors* (George Banta Publishing Co.); *Author's manual* (Duke Mathematical Journal).