

## **Information for Authors**

*Bank i Kredyt (Bank & Credit)* publishes research papers in economics and finance. The Editors give preference to contributions analysing economic mechanisms, in particular, monetary processes, financial markets and operation of financial institutions and their impact on economic processes. Articles may be both empirical and theoretical in nature.

1. Authors should present an objective discussion of the significance of research work as well as sufficient details and references.
2. Authors should maintain accurate records of data associated with their submitted manuscript, and supply or provide access to these data, on reasonable request. Authors guarantee that all data used in the article are real and authentic. Where appropriate and where allowed by employer, funding body and others who might have an interest, authors should deposit data in a suitable repository or storage location, for sharing and further use by others.
3. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.
4. The authors should ensure that their work is entirely original, and if the work and/or words of others have been used, this fact has been appropriately acknowledged. Plagiarism in all its forms constitutes unethical publishing behaviour and is unacceptable. Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behaviour and is unacceptable. Authors should not submit articles describing essentially the same re-search to more than one journal.
5. Authors should acknowledge the financial support and help/guidance of others if appropriate.
6. Authors should provide the disclaimer if appropriate.
7. All co-authors should significantly contribute to the research. The corresponding author should ensure that there is a full consensus of all co-authors in approving the final version of the paper and its submission for publication.
8. Authors are obliged to participate in peer review process.

9. Authors should notify promptly the editor if a significant error in their publication is identified, and cooperate with the editor to publish an erratum, addendum, corrigendum notice, or to re-tract the paper, where it is deemed necessary.

## **INSTRUCTIONS TO AUTHORS**

1. Articles may be written in Narodowy Bank Polski.
2. Articles must be sent in PDF format to: [bik@nbp.pl](mailto:bik@nbp.pl)
3. To qualify for publication, articles must be previously unpublished and not be under consideration in another magazine or publishing house.
4. The text must be double-spaced, with margins and consecutively numbered pages. Titles and subtitles should be concise.
5. Tables and figures should be at the bottom of the main body of the text.
6. The first page should contain:
  - \* title;
  - \* abstract of up to 150 words;
  - \* JEL code (Classification System for Journal Articles);
  - \* key words (maximum 5).
7. During the review procedure, *Bank i Kredyt* follows the policy of double anonymity: neither the Reviewer nor the Author knows each other's identity. Such version of the text called 'blind' version should be submitted to the Editors.
  - \* Electronically submitted PDF file with the 'blind' version of the Article should not contain any Author-identifying information.
  - \* Title page of the 'blind' version may not contain any names of the Authors nor their institutional affiliation.
  - \* References to previous works of the Authors (articles, doctoral theses, etc.) should be cited in such a way so as to prevent their identification.
  - \* Any acknowledgments, references to conference participations, information on joint grants, etc. must be omitted in the 'blind' version of the Article.
8. Number of footnotes should be kept to minimum.
9. All formulae should be included in the text as Microsoft Equations.

10. Formulae, tables and charts should be numbered consecutively throughout the entire text.
11. References to other publications should be given in brackets (rather than as footnotes) as illustrated by the following examples.

**Example 1:** ‘From the point of view of the IMF their another important advantage is that they link the money creation process with the economy’s foreign exchange reserves (such view is expressed, inter alia, by Kowalski 1992, p. 42).’

**Example 2:** „Numerous works show that it is not possible to maintain foreign exchange rate control in the presence of monetary or fiscal expansion. (see: e.g. Krall 1985; Rogot 1999, pp. 56-72; Rutter 2000).”

**Example 3:** „Sheppard (2005), estimates that the deficit decline would mean purchasing power reduction by approx. 20%.”

**Example 4:** „Appenaly’s controversial thesis (2004) has not been proved empirically (see: studies conducted by Mejor (2000, pp. 38-44); Skorbaczewski (2000) and Paolo (1999, p. 40)”.

12. The list of publications (bibliography) to which reference is made in the text should be listed in alphabetical order (and in chronological order, starting with the earliest publication of the same author) and presented according to the following criteria. Titles of publications in book format and periodical format should be italicized.

**Books**– surname and initial of the first name of the Author (or name of the institution), year of publication in brackets, title in italic, publisher, place of publishing (for terms in foreign languages please use foreign names as on the editorial page).

**Example:** Laidler D.E.W. (1993), *The Demand for Money: Theories, Evidence, and Problems*, Harper Collins College Publishers, New York.

**Contributions to collective works** – surname and initial of the first name of the Author /Authors (or name of the Institution), year of publication in brackets, title, initial of the name and surname of the editor, title of the publication in italic, editor, place of publication.

**Example 1:** Nowak M. (2004), Pozostałe segmenty rynku pieniężnego, in: B. Pietrzak., Z. Polański., B. Woźniak (ed.), *System finansowy w Polsce*, PWN, Warsaw

**Example 2:** Christiano L., Eichenbaum M., Evans C. (2000), Monetary Policy Shocks: What Have We Learned and to What End?, in: J. Taylor, M. Woodford (red.), *Handbook of Macroeconomics*, North-Holland, Amsterdam.

**Magazine articles** – surname and initial of the first name of the Author, year of publication in brackets, title, title of the magazine in italic, volume and (or) number and date of publication, number of pages.

**Example 1:** Kotłowski J. (2006), Funkcje reakcji Rady Polityki Pieniężnej – analiza logitowa, *Bank i Kredyt*, no. 4, pp. 3-18.

**Example 2:** Sławiński A. (2002), Złoty i dealerzy, *Rzeczpospolita*, 24 January, p. B1.

**Example 3:** Bernanke B., Boivin J. (2006), Monetary Policy in a Data-Rich Environment, *Journal of Monetary Economics*, Vol. 50, No. 3, pp. 525-546.

**Materials from websites** – surname and initial of the first name of the Author, year in brackets, title in italic, website address.

**Example:** Krugman P. (1998), What Happened to Asia, <http://web.mit.edu/krugman/www/DISINTER.html>.

**Other materials** – surname and initial of the first name of the Author (or name of the institution), title in italic, name of publishing house, number, publishes, place of publishing (*for terms in foreign languages, please use English names*).

**Example 1:** Flood R., Marion P. (1998), *Self-Fulfilling Risk Predictions: An Application to Speculative Attacks*, Working Paper, No. 124, IMF, Washington D.C.

**Example 2:** IMF (2006), *World Economic Outlook. Globalization and Inflation*, April, IMF, Washington D.C.

**Example 3:** Chmielewski T. (2003), *Od kursu płynnego do unii monetarnej. Znaczenie efektu Balassy-Samuelsona dla polskiej polityki pieniężnej*, *Materiały i Studia*, no. 163, NBP, Warsaw.

**Texts which do not adhere to the above guidelines will not be accepted.**

## **INSTRUCTIONS TO AUTHORS OF ARTICLES ACCEPTED FOR PUBLISHING**

Additional requirements to be met by such articles are as follows.

1. The first page must contain:

- \* surnames of the Author/ Authors and their institutional affiliations;
- \* title of the Article;
- \* abstract of up to 150 words;
- \* JEL code (Classification System for Journal Articles);
- \* key words (maximum 5);
- \* surname and e-mail address of the Author (Authors) whom Readers may contact.

2. Acknowledgements, if any, should be placed after bibliographical listings and annexes.

3. In this version of the text, references to previous publications may identify their Author/Authors.

4. The Article must be submitted in electronic format, in the form of Word.doc. file.

5. A separate Excel file with charts and data to charts should be attached. Charts should be monochromatic (black and various shades of grey).

The Editors reserve the right to make linguistic corrections.

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