

JOURNAL OF ROMANCE STUDIES

Stylesheet

Articles should be written in English.

Please note that we use the author-date system for references.

Please justify and use double-spacing and Times New Roman 12pt throughout, including quotations, endnotes and 'Works cited'. Please insert one space only after ALL punctuation. Indent each new paragraph, except at the beginning of a section.

There is no absolute maximum word-count for articles, but please note that most of the articles in the journal are between 6,000-7,000 words long.

1. REFERENCES should be indicated in the typescript by giving the author's name with the year of publication in parenthesis e.g. McLaughlin and Robey (1997: 23-46), or (McLaughlin and Robey 1997: 32-6) as appropriate.

For **Review Articles**: texts for review should be listed at the start of the article, with full publication details, in the following form:

Casassas, Jordi and Josep Termes (1997) *El futur del catalanisme* (Barcelona: Proa) 148 pp. ISBN 84-8256-438-8 (pb).

if hardback, (hb) should be used; if ISBN numbers are listed in the volume for both hb and pb versions, both should be given. If there is a prologue paginated in roman numerals, the pagination should be indicated as follows: vi + 276 pp.

All references cited in the text (except review texts in the case of review articles, see above) should be listed in full at the end of the paper, beneath the heading '**Works cited**' (bold, left-justified), in the following form:

For books:

Aulnoy, Madame d' (1994) *L'Histoire d'Hypolite, comte de Duglas*, ed. and introd. Shirley Jones Day (London: Institute of Romance Studies).

Bremmer, Jan and Herman Roodenburg (eds) (1992) *A Cultural History of Gesture* (Cambridge: Polity Press).

Flaubert, Gustave (1946) [1869] *L'Éducation sentimentale* (Paris: Éditions R. Simon).

Where more than one edition of a cited work is referenced, author-date references in the text should give only the edition used.

For articles:

McLaughlin, Martin and David Robey (1997) 'Tasso's epic style: changes in theory and changes in practice', *Journal of the Institute of Romance Studies* 5, 23-46.

(if it is necessary to use an issue number as well as a volume number, please punctuate as follows: 5.1)

For essays/chapters within books:

Burke, Peter (1992) 'The language of gesture in early modern Italy', in *A Cultural History of Gesture*, ed. Jan Bremmer and Herman Roodenburg (Cambridge: Polity Press), 71-83.

N.B. Please remember to give page numbers as in example above.

*References to works by the same author, but in different years should be preceded by 3 em dashes e.g. De Duve, Pascal (1993) Cargo Vie (Paris: Lattès).
 ——— (1994) L'Orage de vivre (Paris: Lattès).*

If several publications are cited by the same author from the same year, a, b, c etc., should be put after the year of publication.

Internet sources:

In 'Works cited', internet addresses can be given under the author's name, if appropriate. Otherwise, list them under a subheading of 'Internet sources'. Give dates when the sites were accessed if possible:

e.g.

www.sas.ac.uk/irs (accessed 23 October 2000).

Filmography:

For articles on film, or where several films are mentioned, please include a Filmography as a sub-section of 'Works cited':

Buñuel, Luis and Salvador Dalí (dir.) (1929) *Un chien andalou*.

2. QUOTATIONS

Quotations from French, Spanish, Catalan, Italian, or Portuguese should be given in the original, followed by an English translation in quotation marks in square brackets. Quotations from other languages should be in English translation only.

The page reference for the original quote should follow it in parenthesis (i.e. between the original quote and the translation).

Where possible, please use the published translation and provide edition and page references.

Quotations longer than four lines should be extracted (indent with an extra space above and below; no quote marks; translations of quotes similarly, with an extra space between quote and translation). Quotations should not start or end in ellipses [...]. Please double-check that all quotations are correct.

For integrated quotations, the closing quote should precede the final punctuation or reference. For extracted quotations, the final punctuation precedes the reference.

3. TRANSLATIONS

In addition to translations of quotations (see above), all non-English terms and expressions should be followed on first mention by a translation or gloss in English in square brackets. Similarly, all non-English book/film titles etc. should be followed by an English translation on first usage (preferably use published translations where applicable).

4. SUMMARY OF ABBREVIATIONS

ed. (= edited by). Use preceding the name(s) of one or more editors.

introd. (= introduction by)

trans. (= translated by)

1st edn, 2nd edn etc

2 vols, 3 vols etc.

5. NUMBERS

Numbered sub-headings in the text should use plain arabic numbers plus a full-stop followed by the sub-heading in bold e.g. **1. The battlefield**

(Sub-headings that are not numbered should simply be in bold).

Volume numbers of books should be in upper-case Roman numerals, 'books' within volumes in lower-case Roman numerals: *De natura humana* II, ii

For Volume numbers + page number(s): (Jones 1998: I, 36-9)

For Volume number + book number + page number(s): (Jones 1998: I, i, 36-9)

Chapter numbers in bibliographical references should be indicated as follows: ch. 3 or ch. 3-5

Line numbers should be indicated with 'l.' or 'll.' as appropriate.

1830-5; 1930s; 29 December 2001; 113-15; 120-8.

6. CAPITALIZATION

Capitals should in general be kept to a minimum. Please use the following guidelines for language-specific requirements for article/book titles:

English

Articles: do not capitalize major words (other than names)

Books: **major words capitalized**

French

Articles: do not capitalize major words

Books: **capitalize first word and proper nouns only except where the first word is a definite article: in this case, the first noun and all preceding adjectives also have initial caps, e.g. *Les Femmes savantes*, *La Folle Journée*, but *À la recherche du temps perdu*.**

Italian

Articles: do not capitalize major words

Books: do not capitalize major words

Portuguese

Articles: do not capitalize major words

Books: do not capitalize major words

Spanish/Catalan

Articles: do not capitalize major words

Books: do not capitalize major words

7. MISCELLANEOUS

Do not put ‘p.’ or ‘pp.’ before page numbers either for books or for articles.

Brackets within brackets should be in the form (.....[...]); quotations within quotations should be in the form ‘.... “...”’.

Use ‘not’.

Please use -ize, -ization, but ‘analyse’, ‘advertise’

Use focusing; postmodern; postcolonial, fulfil; francophone; multicultural (in general, refer to OED for spellings and hyphenation).

Use ‘cited’ not ‘cit.’

For the genitive of all names ending with ‘-s’, use ‘-s’s’, e.g. Barthes’s, Galdós’s, except in the case of Biblical or Classical names, e.g. Jesus’, Socrates’.

Non-English words in an English text which are not quotations should be in italics. (e.g. *et al.*)

For emphasis in English, please also use italics (but sparingly).

8. PHOTOGRAPHIC ILLUSTRATIONS

High quality b/w prints or digital images must be provided. Captions and credits should be provided on a separate sheet, and the rough position in the text indicated. Authors are responsible for clearing permission to produce (the original permission letter must be sent with the images), including payment of any fee incurred for either obtaining the image or its reproduction in the journal. N.B. The *Journal of Romance Studies* has no budget for this.

9. FORMATTING

Notes should be formatted as endnotes, and kept to a minimum, beneath the heading ‘**Notes**’ (bold, left-justified); note numbers should be given in full size, no full point. Before submitting your article, please ensure that the ‘Notes’ section comes before your ‘Works cited’; if you have trouble with this, a simple solution is to paste your ‘Works cited’ into the endnotes section following the last note.

Endnote references within the text should be inserted at the end of the sentence after the full stop. Please avoid note references in mid-sentence.

Please do not insert commands for pagination or running heads. Instead, add page numbers to original printout in pencil top right.

Spacing:

A reminder that the text should be double-line spaced and fully justified throughout.

Please insert only one space after ALL punctuation.

10. SUBMITTING ARTICLES

Two printed copies should be sent, together with a **Word file as an email attachment** (IBM compatible – no MAC files please) to the Managing Editor, Gill Rye. **Digital images** should be provided on a CD-Rom. Please label this clearly, stating your name, filename, software used, and please label your images as Fig. 1, 2, 3, etc. A list of **captions** should also be provided.

Please also supply an **abstract** for your article (100-150 words) together with a number of **key words** for on-line use. You should at the same time submit a **brief biographical note** for the Notes on Contributors. You should also send a note of your **contact details** (including e-mail and mailing address) up to the planned date of publication. This is essential to ensure that we can get proofs to you for quick checking and that your complimentary copy of the journal issue in which your article appears can be mailed to you. If your plans change significantly and you are likely to be away, please inform Gill Rye as soon as possible. On acceptance of your article, you will be sent an **Assignment of Copyright** form to sign and return.

Proofs should be corrected and returned within one week of receipt. Major alterations to the text cannot be accepted at proof stage.

11. QUERIES

All queries should be addressed to Dr. Gill Rye (gill.rye@sas.ac.uk) at the Institute of Germanic & Romance Studies, University of London (Senate House, Malet Street, London WC1E 7HU, UK).