

# EMPEDOCLES – EUROPEAN JOURNAL FOR THE PHILOSOPHY OF COMMUNICATION NOTES FOR CONTRIBUTORS (SEPTEMBER 2010)

## ILLUSTRATIONS

We welcome images illustrating an article. All images need a resolution of at least 300 dpi. All images should be supplied independently of the article, not embedded into the text itself. The files should be clearly labelled and an indication given as to where they should be placed in the text. Reproduction will normally be in black-and-white. Images sent in as e-mail attachments should accordingly be in greyscale. The image should always be accompanied by a suitable caption (the omission of a caption is only acceptable if you feel that the impact of the image would be reduced by the provision of written context). The following is the agreed style for captions: Figure 1: Caption here. Please note the colon after the number and the terminating full point, even if the caption is not a full sentence. Copyright clearance should be indicated by the contributor and is always the responsibility of the contributor.

## LANGUAGE

The journal follows standard British English. Use 'ize' endings instead of 'ise'.

## LENGTH OF ARTICLES

Articles should be from 6000–8000 words long, and must not exceed 8,000 words including notes and references – but not including the author biography, keywords or abstract.

## METADATA

Contributors must check that each of the following have been supplied correctly:

- Article title.
- Author name.
- Author addresses – the submitted material should include details of the full postal and e-mail addresses of the contributor for correspondence purposes.
- Author biography entitled 'Contributor details' – authors should include a short biography, specifying the institution with which they are affiliated.
- Copyright consent form giving us your permission to publish your article should it be accepted by our peer-review panel.
- Abstract – this will go on to the Intellect website.
- Keywords – six words, or two-word phrases. There is a serious reduction in an article's ability to be searched for if the keywords are missing.
- Bibliography – titled 'References'. EJPC uses the MHRA referencing system. A detailed guide to this is available online at [www.style.mhra.org.uk](http://www.style.mhra.org.uk).

## NOTES

Notes are an interruption to the reader and should be kept down to what is strictly necessary. They are intended primarily for documentation and for the citation of sources relevant to the text. They should not be used to provide additional bibliographical material on the general subject being treated, but which is not directly needed. Use Word's note-making facility, and ensure that your notes are footnotes not endnotes. Place note calls outside the punctuation, so AFTER the comma or the full stop. The note call must be in superscripted Arabic (1, 2, 3).

## OPINION

The views expressed in EPJC are those of the authors, and do not necessarily coincide with those of the Editors or the Editorial or Advisory Boards.

## PERMISSIONS/COPYRIGHT/LIABILITY

Copyright clearance should be indicated by the contributor and is always the responsibility of the contributor. Unless a specific agreement has been made, accepted articles become the copyright of the journal. The copyright clearance form should be completed and sent to the Editors to accompany every submission.

## PRESENTATION/HOUSE STYLE

All articles should be written in Word. The font should be Times New Roman, 12 point. The title of your article should be in bold at the beginning of the file, but not enclosed in quote marks. Bold is also used for headings and subheadings (which should also be in Times New Roman, 12 point) in the article. Italics may be used (sparingly) to indicate key concepts or words and terms in languages other than English. Any matters concerning the format and presentation of articles not covered by the above notes should be addressed to the Editor.

## QUOTATIONS

Intellect's style for quotations embedded into a paragraph is single quotation marks, with double quotation marks for a second quotation contained within the first. All long quotations (i.e. over 40 words long) should be 'displayed' – i.e. set into a separate indented paragraph with an additional one-line space above and below, and without quote marks at the beginning or end. Please note that for quotations within the text, the punctuation should follow the bracketed reference. For a displayed quotation the bracketed reference appears after the full stop. All omissions in a quotation are indicated thus:

[...] Note that there are no spaces between the suspension points. When italics are used for emphasis within quotations, please ensure that you indicate whether the emphasis is from the original text or whether you are adding it to make a point.

#### REFEREES

EPJC is a refereed journal. Strict anonymity is accorded to both authors and referees.

#### REFERENCES

All references in EPJC should be according to the MHRA system. What follows are some examples of the most likely forms for references. For more detailed instructions, please consult the MHRA Style Guide, which is obtainable from [www.style.mhra.org.uk](http://www.style.mhra.org.uk), or on request from the Editor of this journal.

The first reference to a book, article, or other publication should be given in full in a footnote, e.g., Tom McArthur, *Worlds of Reference: Lexicography, Learning and Language from the Clay Tablet to the Computer* (Cambridge: Cambridge University Press, 1986), p. 59; thereafter, in-text referencing should be used, in line with the MHRA style guide, e.g. (McArthur, p.62). The expressions 'loc. cit.' and 'op. cit.' are too vague and should not be used. The term 'ibid.' should be used very sparingly and limited to those situations where there is no possibility of confusion, such as after a second reference which is separated from its predecessor by no more than four lines of typescript.

#### BOOKS

Information should be given in the following order:

Author's name, *Title of book* (place of publication: the name of the publisher, date of publication), e.g. Tom McArthur, *Worlds of Reference: Lexicography, Learning and Language from the Clay Tablet to the Computer* (Cambridge: Cambridge University Press, 1986).

The names of editors etc. should be preceded by the accepted abbreviated forms 'ed. by', 'trans. by', 'rev. by', e.g. Sophocles, *Fabulae*, ed. by H. Lloyd-Jones and N. G. Wilson (Oxford: Clarendon Press, 1990), pp. 59–118.

If a book is part of a numbered series, the series title and the number (in Arabic numerals) should be given, e.g. Carlos Fuentes, *Aura*, ed. by Peter Standish, Durham Modern Language Series: Hispanic Texts, i (Durham: University of Durham, 1986), pp. 12–16.

If the edition used is other than the first, this should be stated in the form '2nd edn', '5th edn', 'rev. edn', e.g. *Emily Dickinson: Selected Letters*, ed. by Thomas H. Johnson, 2nd edn (Cambridge, MA: Harvard University Press, 1985), pp. 194–97.

If the work is in more than one volume, the number of volumes should be given in the form '2 vols', e.g. José Amador de los Ríos, *Historia crítica de la literatura española*, 7 vols, (Madrid: the author, 1861–65; repr. Madrid: Gredos, 1969), vi (1865).

Details of facsimile reprints of old books should be given where the original publisher is responsible for the reprint, e.g. H. Munro Chadwick and N. Kershaw Chadwick, *The Growth of Literature*, 3 vols (Cambridge: Cambridge University Press, 1932–40; repr. 1986), i, p. xiii.

#### CHAPTERS IN EDITED BOOKS

Information should be given in the following order:

Author's name, 'Title of chapter', in *Title of book* (place of publication: the name of the publisher, date of publication should be enclosed in parentheses), e.g. Martin Elsky, 'Words, Things, and Names: Jonson's Poetry and Philosophical Grammar', in *Classic and Cavalier: Essays on Jonson and the Sons of Ben*, ed. by Claude J. Summers and Ted-Larry Pebworth (Pittsburgh: University of Pittsburgh Press, 1982), pp. 31–55.

Reference to an article in a book which has previously been published in a journal should take the following form:

Alfred L. Kellogg and Louis A. Haselmayer, 'Chaucer's Satire of the Pardoner', *PMLA*, 66 (1951), 251–77 (repr. in Alfred L. Kellogg, *Chaucer, Langland, Arthur: Essays in Middle English Literature* (New Brunswick, NJ: Rutgers University Press, 1972), pp. 212–44).

#### ARTICLES IN JOURNALS

Information should be given in the following order:

Author's name, 'Title of article', *Title of journal*, Italicized series number (in Arabic numerals), Volume number in Arabic numerals, Year(s) of publication (in parentheses unless there is no volume number). L. T. Topsfield, 'Jois, Amors and Fin' Amors in the Poetry of Jaufre Rudel', *Neuphilologische Mitteilungen*, 71 (1970), 277–305 (p. 279).

#### ARTICLES IN NEWSPAPERS

Information should be given in the following order:

Author's name, 'Title of article', *Title of Newspaper*, date, page number, e.g. Michael Schmidt, 'Tragedy of Three Star-Crossed Lovers', *Daily Telegraph*, 1 February 1990, p. 14.

#### THESES AND DISSERTATIONS

The titles of unpublished theses and dissertations should be in roman type within single quotation marks; capitalization should follow the conventions of the language in question, e.g. R. J. Ingram, 'Historical Drama in Great Britain from 1935 to the Present' (unpublished doctoral thesis, University of London, Birkbeck College, 1988), p. 17.

#### ONLINE

Information should be given in the following order:

Author's name, 'Title of item', *Title of complete work/resource*, Publication details (volume, issue, date), Full address (Universal Resource Locator (URL)) [date at

which the resource was consulted] (Location of passage cited), e.g., Steve Sohmer, 'The Lunar Calendar of Shakespeare's *King Lear*', *Early Modern Literary Studies*, 5.2 (1999) <<http://purl.oclc.org/emls/05-2/sohmlear.htm>> [accessed 28 January 2000] (para. 3 of 17)

#### REFERENCES CHECKLIST

1. All references must identify an author (surname or institution name) for all documents, whether found in archives, newspapers, the Internet, etc.
2. Forenames should precede surnames and should not be reduced to initials. However, classical names should be given in the nominative form.
3. If the list includes more than one work by the same author, a long dash should be substituted for the name after the first appearance, and the works should be arranged in alphabetical order of title, disregarding initial definite or indefinite articles.
4. The title should be given as it appears on the title page (although very long titles may be suitably abbreviated) and italicized. A colon should always be used to separate title and subtitle, even where the punctuation on the title page is different or (as often happens) nonexistent.
5. The names of editors etc. should be preceded by the accepted abbreviated forms 'ed. by', 'trans. by', and 'rev. by'.
6. The place of publication, the name of the publisher, and the date of publication should be enclosed in parentheses. Any detail of publication which is not given in the book itself but can be ascertained should be enclosed in square brackets, e.g. '[Paris]', '[1987]'. If any detail is unknown and cannot be ascertained, the following abbreviated forms of reference should be used: '[n.p.]' (= no place), '[n. pub.]' (= no publisher), '[n.d.]' (= no date).
7. pp. before page extents (just p. if it is a single page).
8. Full stop at the end of *all* references in the list.

**The guidance on these pages is by no means comprehensive: it must be read in conjunction with MHRA Style Guide. This is obtainable from [www.style.mhra.org.uk](http://www.style.mhra.org.uk), or on request from the Editor of this journal.**