

APEIRON Style Sheet

To be used for the preparation of final versions of manuscripts for publication

General format

The manuscript should be typed double-spaced, with wide margins, on consecutively numbered pages. It should be typed in at least 10-point type; a condensed type should be at least 12-point. Either footnotes or endnotes are acceptable. Notes should also be double-spaced. Endnotes should begin on a new page. Appendices should be before endnotes (if any), bibliography or list of references after endnotes.

Title and other information

The title of the paper and your name should be at the beginning of the paper, in upper- and lower-case letters. Your full address and, if available, e-mail address should be at the end of the main body of the text of the paper. It should go after any appendices, but before endnotes and bibliography.

Headings

The first level of section headings should be in **bold face**, flush left. Either Roman or Arabic numerals may be used. There should be no periods, either after the numeral or after the heading.

The second level of heading should be in *italic*, and otherwise like the first level.

The first line of text after the first or second level of headings should be flush left, without an indent.

The third level of heading should be in italics, indented as for a new paragraph, with a period at the end of the heading. The following text should run straight on, without starting a new line.

The fourth level of heading should be in ordinary type, underlined, and otherwise like the third level.

Use your imagination for any further levels!

If spacing is used to mark breaks in the paper, make sure enough space is left to make the break obvious. A centred line or row of asterisks may be better.

Quotations

Don't indent short quotations. Quotations of up to 50-60 words may be placed in the main body of the text. Use single quotes for quotation marks, with double quotes only for quotes within quotes. Quotes within quotes within quotes are single; quotes ... You get it. Longer quotations should be indented. Do not begin and end them with quotation marks. Quotes within indented quotes should be in double quotes, and so on.

Indicate omissions in quotes by three periods with normal spacing before and after the periods: In the case of indented quotations, references in parentheses go outside the final punctuation at the end of the quotation. References to quotations in the main body of the text, however, go outside the quote but not outside the closing punctuation: `... in the end' (43).

Commas or periods within quotations should normally go inside the quotation marks. HOWEVER: When a word or phrase is being mentioned, punctuation goes *outside* the quote marks. When individual words or short phrases are being quoted, they should be treated as mentions, not quotes – that is, punctuation should go outside the quote marks – unless there is a real point to signalling that *this* author used *this* word in *that* place.

Greek

Greek may be either transliterated or in Greek script. If you transliterate, please mark long vowels with a bar or circumflex accent over the letter. If you are making a point which depends especially on the interpretation of a passage of text, use of Greek script is recommended.

Latin

Isolated Latin words used or mentioned should follow the normal convention for foreign language words and be in italics. If however a longer sentence is quoted, and especially if Latin texts are extensively discussed, ordinary type should be used. Latin and other foreign phrases that have become standard expressions in English - *via*, *versus*, *prima facie*, *a priori*, *et cetera*, *et cetera* - should not be italicized.

Other Punctuation Quirks

E.g., i.e., *ibid.*, etc., should have both periods and commas. They should not be italicized. BC, AD, BCE etc. should have neither spaces in between nor periods. Numbers not being used in arithmetical calculations should normally be in English - five authors, the nineteenth century.

Footnotes which are syntactic sentences should end with periods. Footnotes which are merely references should not. 'Cf.' introduces a piece of advice, and thus requires a period.

Genitives of names ending in 's' DO NOT take a second 's' - `Socrates', not `Socrates's'

Brackets within curved brackets should be square; those within square brackets should be curved, and so on nesting indefinitely.

References

We do not wish to impose one entirely uniform system of citing references. Consistency within the article itself is vital, however. The 'scientific' style of identification by date of publication may or may not be used, though we do confess a certain abhorrence of 'Aristotle (1938)'. The following are intended as the lowest common denominator of any preferred system.

General

Mere references in the main body of the text should not be preceded by 'p.': 'Vlastos said (54) that ... ', or 'In the *Symposium* (200d) ... '. If however the reference is incorporated into the syntax of the sentence, 'page' or 'p.' should be used: 'On p. 54 he writes that ... '.

Redundant figures should always be removed - '207-8', not '207-208'; '1137b1-8a4'. Note though the convention that the extra '1' in teens is not removed - '211-18'.

'Ibid.' may be used to refer to the same source as the immediately preceding citation. Otherwise, use an abbreviation of the title to indicate a repeat reference. Do not use 'op. cit.' or 'loc. cit. '.

Ancient Authors

When referring to an ancient text by name in the main body of the article, do not abbreviate it. 'Aristotle argued in the *Metaphysics* that ... ', not '... in *Metaph* that ... '. When you do abbreviate a title, do not use periods. Avoid periods between the different elements of a reference, unless they are absolutely necessary for clarity, or their use in a specialized reference system is so well established that not to use them would cause confusion - '1 2 3', not '1.2.3'.

The point of reference for all abbreviations of ancient texts is the list at the beginning of Liddell and Scott's Greek lexicon; please conform to their conventions as far as possible. Note though that, even if the context calls for abbreviation, if the author or work you are referring to is not well known, it would be courteous to spell it out in full the first time.

In the case of references to Aristotle, book + chapter, Bekker page, or both are acceptable. In the base of the 'both' option, put a comma after the chapter number and before the Bekker page - 'VII 3, 745a3'. Capitalize the remainder of the title of 'de' works, not the 'de', unless a capital is otherwise mandated by the grammar - '*de Anima* III', but '*De Anima* III begins with ... '.

In the case of specialized bodies of texts - papyri, esoteric writers, etc - we work on the assumption that the author of the article knows better than we do the niceties of the system of citing texts. We do not interfere with the references unless entirely certain there is a problem.

Modern Authors

In the case of books, the title should be in italics with other information in a following parenthesis. Cite place of publication: press name in full [no comma] date - New York: Cambridge University Press 1992. For U.S. or Canadian locations, put the state/province in the standard 2-letter abbreviation unless the place is a well-known major city, or the state/province otherwise obvious - Minneapolis: University of Minnesota Press/Chicago: University of Chicago Press; but - Edmonton, AB: Academic Printing and Publishing.

The names of editors of anthologies/collections should precede the title - A. Mourelatos, ed., *The Pre-Socratics*. The names of translators, and of persons editing the writings of others, should be placed after the title, but before the parenthesis with other information. If you are referring only to a page or number of pages, then use a comma after the parenthesis followed by the page number - ... 1949), 65.

In the case of articles in journals, put the title in quotes, and the comma before the remainder of the reference outside the quote. The title of the journal should be in italics; the volume number in arabic numerals; the year in parentheses; the page reference in full - all with no separating punctuation: *Phronesis* 18 (1982) 189-98. If you are going on to identify a page within the article, use a comma after the full page citation: 189-98, 192; or, follow law journal convention: 189-98, at 192.

In the case of articles in anthologies, the title in quotes, commaed off, should be followed by: NN & MM, eds., Title (Place: Press year) page ref. in full. Identification of a particular page as above.

If you are using the Date of Publication system, put the identifying year in parentheses, and use a comma before the page reference. When you give the list of references at the end, use your preferred format consistently, although incorporation of the above conventions as far as possible would be appreciated.

One Final Comment

When we have not a clue what to do, we refer to the *Chicago Manual of Style*.