



## LECTIO SERIES

Studies in the Transmission of Texts & Ideas

Turnhout: Brepols

### GUIDELINES – STYLESHEET for Articles

#### *Abstract*

Articles should be followed by an abstract (ca. 150-350 words) in English and (when applicable) the language in which the article is written.

#### *Length*

Between 8.000 and 10.000 words

#### *Quotations*

1. Quotations from a primary source in the main body of the text should be presented initially in the original language. If a translation is also provided, this can be done either directly following the quotation (within parentheses), or in a footnote — as long as this is applied consistently throughout the contribution or volume.
2. Set quotations longer than 2 lines in Roman type as block quotations (with indentation from the left); do not enclose within quotation marks.
3. Please put all Latin quotations in italics, without quotation marks. In Latin, use -u- instead of -v- (with Capital letter V-), and -i- instead of -j-.
4. Please do not transliterate Greek, except for very frequent words (e.g. *logos*), which can be simply put in italics in the main text. Use a Unicode font for Greek and, if applicable, for other non-Latin characters.

#### *Italics & Roman*

1. Set single words or short phrases in a foreign language in italics without quotation marks within the running text; direct quotations or more substantial quotations (more than 2 lines) in Roman type between quotation marks.
2. Words, letters or characters that are individually discussed as a point of analysis should be italicized. In the case of foreign words, a translation may immediately follow in normal type, surrounded by single quotation marks and in parentheses (e.g. ‘the distinction between *exhortatio* (‘exhortation’) and *praedicatio* (‘preaching’) became very important in 13th-century discussions about lay preaching’).
3. Use italics for titles of books and journals, but not for journal/book series.
4. Use italics for: *sic*, *c*.
5. Do not use italics for cf., e.g., et al., etc., passim, viz. [but note that ‘ibid.’ and ‘idem’ are not to be used in bibliographical references].
6. Use Roman type for punctuation following italicized text if the main sentence is in Roman type.

7. Do not set titles of works in Roman type when they are part of a title; instead, use single quotation marks (*A Study of 'Romeo and Juliet' in American Theatre*).
8. Use Roman type for religious works such as 'the Bible', 'the Koran', and 'the Talmud', and do not place individual books of the Bible in italics or within quotation marks (e.g. II Cor. 5. 13-15).

### ***Spacing***

1. A single space (not two) should follow full-stops at the end of sentences; a single space should follow commas, colons and other punctuation marks.
2. A space should separate each initial of an author or editor's surname (e.g. B. C. Cummings, not B.C. Cummings).
3. Use the tab bar (not the space bar) for indentations, especially at the opening of paragraphs. Do not indent paragraphs following a heading.

### ***Punctuation***

1. Punctuation generally goes outside quotation marks.
2. Use single quotation marks; double quotation marks only within single quotation marks; translate quotation marks from different systems or languages (e.g. « ... » or „...“) into the forms presented here.
3. Place ellipses within square brackets when they indicate omitted text from a quotation (e.g. [...]).

### ***Abbreviations***

1. Do not use loc. cit., op. cit., ibid. or other abbreviations in referencing.
2. c. [not ca.].
3. b. (birth / born) d. (died).
4. Do not use full-stops / periods after Mr, St, Dr, USA, UK, ad, vols, fols, nos, eds, edn, pls. Do not use full-stops / periods in abbreviated standard reference works, journals, or series: OED, MLR, EETS.
5. Do use full-stops / periods with e.g., i.e., vol., fol., no., ed., pl., p., repr., ps., trans., viz. and so on.
6. Avoid starting sentences and footnotes with abbreviations: For example, not e.g.
7. MS and MSS for manuscript shelf-mark citations and references; but otherwise the word 'manuscript' in full.

### ***Footnotes***

1. Footnote reference numbers should be located in the main text at the end of a sentence, after the comma, semicolon or full stop; they should be marked with a superscript number, using the footnotes function of your word processor.
2. Do not use a footnote number in a title or heading; if a note is required use an asterisk.

### ***Bibliographical references***

- 1.1. In text and footnotes (short reference):  
     Dillon 1996, p. 263  
     Chadwick & Chadwick 1932-1940, III, p. 72.
- 1.2. The list with full references will be given in the Bibliography (cf. 2)
2. In Bibliography:
  - 2.1. For a monograph, follow example:

Dillon, J. (1996), *The Middle Platonists. 80 B.C. to A.D. 220*. Revised edition with a new afterword, Ithaca: Cornell University Press.

Munro Chadwick, H. & N. Kershaw Chadwick (1932-1940), *The Growth of Literature*, 3 vols, Cambridge: Cambridge University Press (repr. 1986), I.

2.2. For a collected volume, follow example:

Loomis, R. S. (ed., 1959), *Arthurian Literature in the Middle Ages. A Collaborative History*, Oxford: Clarendon Press.

The name and vol. number of a series comes at the end, as in:

Runia, D. T. (2001), *On the Creation of the Cosmos according to Moses. Introduction, Translation and Commentary*, Leiden: Brill (Philo of Alexandria Commentary Series, 1).

2.3. For an edited or translated work, follow example:

Nemesius Emesenus, *De natura hominis*, ed. M. Morani, Leipzig: Teubner, 1987 (Bibliotheca scriptorum Graecorum et Romanorum Teubneriana).

Hugo von Hofmannsthal, *Sämtliche Werke*, ed. R. Hirsch et al., Frankfurt a. M.: Fischer, 1975– , XIII: *Dramen*, ed. R. Haltmeier (1986).

[replace 'ed.' with 'trans.' or 'rev.' where necessary; dans un texte français, remplacer par 'éd.', 'trad.' ou 'rév.']

2.4. For a primary source:

Jacques Almain, *Aurea opuscula omnibus theologis perquam utilia*, Paris, 1525.

2.5. For a chapter or an article in a book, follow example:

Bogdanow, F. (1959), 'The *Suite du Merlin* and the Post-Vulgate *Roman du Graal*', in R. S. Loomis (ed.), *Arthurian Literature in the Middle Ages. A Collaborative History*, Oxford: Clarendon Press, p. 325–335.

[dans un texte français, remplacer 'in' par 'dans']

2.6. For a journal article, follow example:

Cook, R.F. (1989), 'Baudouin de Sebourc: un poème édifiant?', in *Olifant*, 14, p. 115–135.

[dans un texte français, remplacer 'in' par 'dans']

2.7. For an unpublished thesis :

Ingram, R., 'Historical Drama in Great Britain from 1935 to the Present' (unpublished doctoral thesis, University of London, 1988).

2.8. For an online source:

Article in Journal (available in print and online)

Clark, S., 'A Brief History of Stephen Hawking: A Legacy of Paradox', in *New Scientist*, 21 March 2018; <https://www.newscientist.com/article/mg23731700-100-a-brief-history-of-stephen-hawking-a-legacy-of-paradox/> (accessed 2.10.2018).

Article in Journal (only available online)

Marcus, D., A Proto-Masoretic Gloss in the Prayer for the King (Psalm 61:7-8)?, in TC. A Journal of Biblical Textual Criticism 8 (2003); <http://rosetta.reltech.org/TC/vol08/vol08.html> (accessed 10.10.2020).

3. References to manuscripts:

3.1. Quote the city and the library or institution name (in full) in the original language, the collection number and the reference number.

3.2. For Greek manuscript references, use the standard reference used by *Pinakes. Textes et Manuscrits*. Institut de recherche et d'histoire des textes, Section grecque: <http://pinakes.irht.cnrs.fr/>

4. For references to passages from ancient, medieval or renaissance texts:

4.1. The first time, quote the full name of the author and the full title, followed by the abbreviation you will use afterwards between brackets. For example: Évrart de Conty, *Les eschez amoureux moralisés (EAM)*.

4.2. The full bibliographical reference to the edition used should be found in the bibliography (cf. 2).

4.3. For Greek texts, please use Liddell & Scott abbreviations. For Latin texts, please use those found in *Thesaurus linguae Latinae*, unless other abbreviations are common in your field.

5. For Bible references, follow example:

II Cor. 5. 13-15

Is. 22. 17