

# PREPARING YOUR ARTICLE FOR PUBLICATION

Before submitting the final version of your article, make sure that it conforms to the editorial standards of *The Chicago Manual of Style*.

For more information about the The Chicago Manual of Style, visit the following websites:

http://www.chicagomanualofstyle.org/16/contents.html

https://owl.english.purdue.edu/owl/resource/717/01/

You can find a "Citation Quick Guide" here: http://www.chicagomanualofstyle.org/tools\_citationguide.html

In addition, in order to comply with our editorial format, your article must follow these guidelines:

- Use 12-point Garamond for the body of the article. Use 10-point Garamond for the footnotes.

- All pages-must be single-spaced with one-inch margins.

- There must be 0pt spacing before and after each paragraph.

- The title of the article must be in bold. The author's name must go underneath and be all in caps.

- Headings must be in Italics. Please leave two spaces before a heading and one a space after. If your article includes subheadings, they must be in bold. Leave one space before a subheading and one space after. **Example:** <u>Here</u> (in particular, p. 94).

- Only footnotes are accepted (not endnotes).

- Please limit the number of footnotes per sentence to one; footnotes should be placed at the end of a sentence. We prioritize legibility and clarity, and therefore try to avoid a large number of footnotes. If you have multiple footnotes in the same sentence, please condense them into one footnote at the end of the sentence. If necessary, add explanation at the beginning of the note.

Example: 1 With regard to Foucault's theory, see.... For Marx's notion of surplus, see... (etc.)

- Always use double quotation marks. Single marks are only used when "a quotation is 'inside' a quotation."

- Quotations of less than 4 lines are run into the text.

**Example**: In announcing Berlusconi's birthday plans, it seems to promote the paradigm of inclusion-viafecundity maligned in *No Future*, since, as Edelman would aver, "observances like the birthday party [...] celebrate [...] the ideology of reproductive necessity." (Source, p.87)

- Quotations of 4 or more lines are turned into block quotations.

**Example**: It incorporates a candid remark articulated by the formerly indefatigable Cavaliere (the Knight) on the profound effect of physical decline on understandings of old age and vitality:

In all my life I have never thought about my age. To the contrary, I have always lived as if I were forty years old because this is how I felt: full of curiosity, of desire to accomplish [things]. Then, suddenly, came the illness. And along with the operation that I underwent came a profound awareness that I am an eighty-year-old man. (Source, p.81)

- Italian citations (and any Italian word or phrase) in an English language article must always be translated into English. English words, phrases, and citations in an Italian language article should not be translated into Italian.

- If referring to an Italian film or book, please provide the official title in English as well, following this format: *Italian title / English title*.

Example: Alza la testa / Raise Your Head (also, see p. 92)

- If there is no official translation for the film, the author should provide their own translation, using the following format: *Italian title* (English title).

- For Italian organizations or associations, please include an English translation in parentheses. **Example:** *La Casa delle Libertà* (House of Freedoms) (also, see p.<u>87</u>)

- Translations of less than 4 lines are (enclosed in parentheses; no quotation marks) in body of text. **Example**: Splashed across the front page of this widely read Italian gossip magazine the script reads: "They are my future" (Sono loro il mio futuro). (Source, p.80)

- Please make sure all translations of more than 4 lines are in a footnote. **Example**: <u>Here</u>. (Footnote 16, p.27).

- Please take note that Chicago date format is as follows: March 8, 2017 (Not 8 March 2017).

- Chicago now requires <u>shortened notes</u>. Please make sure to abide to this. See a detailed explanation on pages 2-9 of this document.

- For more detailed information on how to cite different sources, see the sample citations beginning on page 3 of this document.

- If the article includes images, you must contact the copyright holder for permission. No image will be published without a written permission from the copyright holder. However, if images are stills from films, they fall under the fair use policy and no permission will be needed.

We strongly recommend referring to articles that have already been published-in g/s/i for editorial norms and format.

The following examples will provide you with a significant variety:

- For <u>headings and subheadings, images</u>, and <u>footnotes</u>, please refer to: <u>http://www.gendersexualityitaly.com/wp-content/uploads/2018/08/5.Dolasinski-Lisa.-Media-ting-Sterile-Masculinity-postBerlusconi-Italy.pdf</u>

and also:

http://www.gendersexualityitaly.com/wp-content/uploads/2018/08/3.Bonifazio-Paola.The-Secret-Pill-AIED-Fotoromanzi.pdf

- For articles in Italian, please see:

http://www.gendersexualityitaly.com/wp-content/uploads/2018/08/1.Bellassai-Sandro.Mamma-una-sola.pdf

You can consult any other published article on the journal's website, but we recommend the last issue (5, 2018). **\*Please keep in mind**, when looking at published articles, that 2019 will be the first year that g/s/i uses shortened notes; therefore, all articles published before then will use a longer format for their notes.

Articles in other formats and styles will not be accepted for publication.

Along with the final version of your article, please submit a brief abstract of the essay, **in English**, and a short bio.

Should you have any technical question, please contact our Assistant Editors at info@gsijournal.com or our Managing Editors Erica Moretti and Victor Xavier Zarour Zarzar. For general questions, please contact the Editor of the respective section, or the Editor in Chief of the journal. You can find their contacts online at <a href="http://www.gendersexualityitaly.com/contacts/">http://www.gendersexualityitaly.com/contacts/</a>

# SHORTENED NOTES

From The Chicago Manual of Style Online:

# https://www.chicagomanualofstyle.org/tools\_citationguide/citation-guide-1.html

"To reduce the bulk of documentation in works that use footnotes or endnotes, subsequent citations of sources already given in full—either in a previous note or in a bibliography that provides complete bibliographic data—should be shortened whenever possible. (In a work without a bibliography, it is preferable to repeat the full citation the first time it appears in each new chapter.) The short form, as distinct from an abbreviation, should include enough information to remind readers of the full title or to lead them to the appropriate entry in the bibliography."

"The most common short form consists of the last name of the author and the main title of the work cited, usually shortened if more than four words, as in examples 4–6 below. For more on authors' names, see <u>14.32</u>. For more on short titles, see <u>14.33</u>. For more on journal articles, see <u>14.185</u>."

Samuel A. Morley, Poverty and Inequality in Latin America: The Impact of Adjustment and Recovery (Baltimore: Johns

Hopkins University Press, 1995), 24-25.

Regina M. Schwartz, "Nationals and Nationalism: Adultery in the House of David," Critical Inquiry 19, no. 1

(1992): 131-32.

Ernest Kaiser, "The Literature of Harlem," in Harlem: A Community in Transition, ed. J. H. Clarke (New York:

Citadel Press, 1964).

Morley, Poverty and Inequality, 43.

Schwartz, "Nationals and Nationalism," 138.

Kaiser, "Literature of Harlem," 189-90.

# For more detailed information about how to cite different sources, see the following sample citations:

# Notes and Bibliography: Sample Citations

The following examples illustrate the notes and bibliography system. Sample notes show full citations followed by shortened citations for the same sources. Sample bibliography entries follow the notes. For more details and many more examples, see <u>chapter 14</u> of *The Chicago Manual of Style*. For examples of the same citations using the author-date system, follow the Author-Date link above.

# Book

Notes

Zadie Smith, Swing Time (New York: Penguin Press, 2016), 315-16.

Brian Grazer and Charles Fishman, A Curious Mind: The Secret to a Bigger Life (New York: Simon & Schuster, 2015), 12.

Shortened notes

Smith, *Swing Time*, 320. Grazer and Fishman, *Curious Mind*, 37.

#### Bibliography entries (in alphabetical order)

Grazer, Brian, and Charles Fishman. A Curious Mind: The Secret to a Bigger Life. New York: Simon & Schuster, 2015.

Smith, Zadie. Swing Time. New York: Penguin Press, 2016.

For many more examples, covering virtually every type of book, see <u>14.100–163</u> in The Chicago Manual of Style.

#### Chapter or other part of an edited book

In a note, cite specific pages. In the bibliography, include the page range for the chapter or part.

Note

Henry David Thoreau, "Walking," in *The Making of the American Essay*, ed. John D'Agata (Minneapolis: Graywolf Press, 2016), 177–78.

#### Shortened note

Thoreau, "Walking," 182.

#### **Bibliography entry**

Thoreau, Henry David. "Walking." In *The Making of the American Essay*, edited by John D'Agata, 167–95. Minneapolis: Graywolf Press, 2016.

In some cases, you may want to cite the collection as a whole instead.

Note

John D'Agata, ed., The Making of the American Essay (Minneapolis: Graywolf Press, 2016), 177-78.

#### Shortened note

D'Agata, American Essay, 182.

#### **Bibliography entry**

D'Agata, John, ed. *The Making of the American Essay*. Minneapolis: Graywolf Press, 2016. For more examples, see <u>14.103–5</u> and <u>14.106–12</u> in *The Chicago Manual of Style*.

#### Translated book

#### Note

Jhumpa Lahiri, In Other Words, trans. Ann Goldstein (New York: Alfred A. Knopf, 2016), 146.

Shortened note

Lahiri, In Other Words, 184.

#### **Bibliography entry**

Lahiri, Jhumpa. In Other Words. Translated by Ann Goldstein. New York: Alfred A. Knopf, 2016.

#### E-book

For books consulted online, include a URL or the name of the database. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the notes, if any (or simply omit).

#### Notes

Herman Melville, *Moby-Dick; or, The Whale* (New York: Harper & Brothers, 1851), 627, http://mel.hofstra.edu/moby-dick-the-whale-proofs.html.

Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), chap. 10, doc. 19, http://press-pubs.uchicago.edu/founders/.

Brooke Borel, *The Chicago Guide to Fact-Checking* (Chicago: University of Chicago Press, 2016), 92, ProQuest Ebrary.

Jane Austen, Pride and Prejudice (New York: Penguin Classics, 2007), chap. 3, Kindle.

Shortened notes

Melville, Moby-Dick, 722-23.

Kurland and Lerner, Founders' Constitution, chap. 4, doc. 29.

Borel, Fact-Checking, 104-5.

Austen, Pride and Prejudice, chap. 14.

Bibliography entries (in alphabetical order)

Austen, Jane. Pride and Prejudice. New York: Penguin Classics, 2007. Kindle.

Borel, Brooke. *The Chicago Guide to Fact-Checking*. Chicago: University of Chicago Press, 2016. ProQuest Ebrary.

Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. http://press-pubs.uchicago.edu/founders/.

Melville, Herman. *Moby-Dick; or, The Whale*. New York: Harper & Brothers, 1851. http://mel.hofstra.edu/moby-dick-the-whale-proofs.html.

For more examples, see 14.159-63 in The Chicago Manual of Style.

#### Journal article

In a note, cite specific page numbers. In the bibliography, include the page range for the whole article. For articles consulted online, include a URL or the name of the database. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins https://doi.org/. This URL is preferable to the URL that appears in your browser's address bar.

#### Notes

Susan Satterfield, "Livy and the Pax Deum," Classical Philology 111, no. 2 (April 2016): 170.

Shao-Hsun Keng, Chun-Hung Lin, and Peter F. Orazem, "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality," *Journal of Human Capital* 11, no. 1 (Spring 2017): 9–10, https://doi.org/10.1086/690235.

Peter LaSalle, "Conundrum: A Story about Reading," New England Review 38, no. 1 (2017): 95, Project MUSE.

#### Shortened notes

Satterfield, "Livy," 172-73.

Keng, Lin, and Orazem, "Expanding College Access," 23.

LaSalle, "Conundrum," 101.

Bibliography entries (in alphabetical order)

Keng, Shao-Hsun, Chun-Hung Lin, and Peter F. Orazem. "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality." *Journal of Human Capital* 11, no. 1 (Spring 2017): 1–34. https://doi.org/10.1086/690235.

LaSalle, Peter. "Conundrum: A Story about Reading." New England Review 38, no. 1 (2017): 95–109. Project MUSE.

Satterfield, Susan. "Livy and the Pax Deum." Classical Philology 111, no. 2 (April 2016): 165-76.

Journal articles often list many authors, especially in the sciences. If there are four or more authors, list up to ten in the bibliography; in a note, list only the first, followed by *et al.* ("and others"). For more than ten authors (not shown here), list the first seven in the bibliography, followed by *et al.* 

#### Note

Rachel A. Bay et al., "Predicting Responses to Contemporary Environmental Change Using Evolutionary Response Architectures." *American Naturalist* 189, no. 5 (May 2017): 465, https://doi.org/10.1086/691233.

#### Shortened note

Bay et al., "Predicting Responses," 466.

#### **Bibliography entry**

Bay, Rachael A., Noah Rose, Rowan Barrett, Louis Bernatchez, Cameron K. Ghalambor, Jesse R. Lasky, Rachel B. Brem, Stephen R. Palumbi, and Peter Ralph. "Predicting Responses to Contemporary Environmental Change Using Evolutionary Response Architectures," *American Naturalist* 189, no. 5 (May 2017): 463–73. https://doi.org/10.1086/691233.

For more examples, see <u>14.168–87</u> in The Chicago Manual of Style.

#### News or magazine article

Articles from newspapers or news sites, magazines, blogs, and the like are cited similarly. Page numbers, if any, can be cited in a note but are omitted from a bibliography entry. If you consulted the article online, include a URL or the name of the database.

#### Notes

Rebecca Mead, "The Prophet of Dystopia," New Yorker, April 17, 2017, 43.

Farhad Manjoo, "Snap Makes a Bet on the Cultural Supremacy of the Camera," *New York Times*, March 8, 2017, https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html.

Rob Pegoraro, "Apple's iPhone Is Sleek, Smart and Simple," *Washington Post*, July 5, 2007, LexisNexis Academic.

Tanya Pai, "The Squishy, Sugary History of Peeps," *Vox*, April 11, 2017, http://www.vox.com/culture/2017/4/11/15209084/peeps-easter.

Shortened notes

Mead, "Dystopia," 47.

Manjoo, "Snap."

Pegoraro, "Apple's iPhone."

Pai, "History of Peeps."

#### Bibliography entries (in alphabetical order)

Manjoo, Farhad. "Snap Makes a Bet on the Cultural Supremacy of the Camera." *New York Times*, March 8, 2017. https://www.nytimes.com/2017/03/08/technology/snap-makes-a-bet-on-the-cultural-supremacy-of-the-camera.html.

Mead, Rebecca. "The Prophet of Dystopia." New Yorker, April 17, 2017.

Pai, Tanya. "The Squishy, Sugary History of Peeps." *Vox*, April 11, 2017. http://www.vox.com/culture/2017/4/11/15209084/peeps-easter.

Pegoraro, Rob. "Apple's iPhone Is Sleek, Smart and Simple." *Washington Post*, July 5, 2007. LexisNexis Academic.

Readers' comments are cited in the text or in a note but omitted from a bibliography.

#### Note

Eduardo B (Los Angeles), March 9, 2017, comment on Manjoo, "Snap."

For more examples, see <u>14.188–90</u> (magazines), <u>14.191–200</u> (newspapers), and <u>14.208</u> (blogs) in *The Chicago Manual of Style*.

#### **Book review**

#### Note

Michiko Kakutani, "Friendship Takes a Path That Diverges," review of *Swing Time*, by Zadie Smith, *New York Times*, November 7, 2016.

#### Shortened note

Kakutani, "Friendship."

#### **Bibliography entry**

Kakutani, Michiko. "Friendship Takes a Path That Diverges." Review of *Swing Time*, by Zadie Smith. *New York Times*, November 7, 2016.

#### Interview

#### Note

Kory Stamper, "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English," interview by Terry Gross, *Fresh Air*, NPR, April 19, 2017, audio, 35:25,

http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english.

#### Shortened note

Stamper, interview.

#### Bibliography entry

Stamper, Kory. "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English." Interview by Terry Gross. *Fresh Air*, NPR, April 19, 2017. Audio, 35:25.

http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-the-dictionary-keeps-up-with-english.

#### Thesis or dissertation

#### Note

Cynthia Lillian Rutz, "King Lear and Its Folktale Analogues" (PhD diss., University of Chicago, 2013), 99–100.

#### Shortened note

Rutz, "King Lear," 158.

#### Bibliography entry

Rutz, Cynthia Lillian. "King Lear and Its Folktale Analogues." PhD diss., University of Chicago, 2013.

#### Website content

It is often sufficient simply to describe web pages and other website content in the text ("As of May 1, 2017, Yale's home page listed . . ."). If a more formal citation is needed, it may be styled like the examples below. For a source that does not list a date of publication or revision, include an access date (as in example note 2).

## Notes

"Privacy Policy," Privacy & Terms, Google, last modified April 17, 2017, https://www.google.com/policies/privacy/.

"About Yale: Yale Facts," Yale University, accessed May 1, 2017, https://www.yale.edu/about-yale/yale-facts.

Katie Bouman, "How to Take a Picture of a Black Hole," filmed November 2016 at TEDxBeaconStreet, Brookline, MA, video, 12:51,

https://www.ted.com/talks/katie\_bouman\_what\_does\_a\_black\_hole\_look\_like.

#### Shortened notes

Google, "Privacy Policy."

"Yale Facts."

Bouman, "Black Hole."

# Bibliography entries (in alphabetical order)

Bouman, Katie. "How to Take a Picture of a Black Hole." Filmed November 2016 at TEDxBeaconStreet, Brookline, MA. Video, 12:51.

https://www.ted.com/talks/katie\_bouman\_what\_does\_a\_black\_hole\_look\_like.

Google. "Privacy Policy." Privacy & Terms. Last modified April 17, 2017. https://www.google.com/policies/privacy/.

Yale University. "About Yale: Yale Facts." Accessed May 1, 2017. https://www.yale.edu/about-yale/yale-facts.

For more examples, see <u>14.205–10</u> in *The Chicago Manual of Style*. For multimedia, including live performances, see <u>14.261–68</u>.

# Social media content

Citations of content shared through social media can usually be limited to the text (as in the first example below). A note may be added if a more formal citation is needed. In rare cases, a bibliography entry may also be appropriate. In place of a title, quote up to the first 160 characters of the post. Comments are cited in reference to the original post.

#### Text

Conan O'Brien's tweet was characteristically deadpan: "In honor of Earth Day, I'm recycling my tweets" (@ConanOBrien, April 22, 2015).

# Notes

Pete Souza (@petesouza), "President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit," Instagram photo, April 1, 2016, https://www.instagram.com/p/BDrmfXTtNCt/.

Chicago Manual of Style, "Is the world ready for singular they? We thought so back in 1993," Facebook, April 17, 2015, https://www.facebook.com/ChicagoManual/posts/10152906193679151.

#### Shortened notes

Souza, "President Obama."

Michele Truty, April 17, 2015, 1:09 p.m., comment on Chicago Manual of Style, "singular they."

#### Bibliography entry

Chicago Manual of Style. "Is the world ready for singular they? We thought so back in 1993." Facebook, April 17, 2015. https://www.facebook.com/ChicagoManual/posts/10152906193679151.

# Personal communication

Personal communications, including email and text messages and direct messages sent through social media, are usually cited in the text or in a note only; they are rarely included in a bibliography.

# Note

Sam Gomez, Facebook message to author, August 1, 2017.