

STYLE GUIDEFOR AUTHORS OF ENGLISH-LANGUAGE TEXTS

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TABLE OF CONTENTS

I. Abstracts	3
II. Text formatting	3
1. Overall Structure	4
2. A Note about Scare Quotes:	5
3. A Note about Dedications and Acknowledgements	5
III. Citations/referencing	5
IV. Images	6
1. Figures	7
2. Tables	7
V. Other media files	8
VI. Internet sources	8
VII. Languages	8
VIII. Examples for references	9
1. Notes and Bibliography	9
2. Author-Date System	15

Submissions to *Heidelberg University Publishing* (heiUP) should follow the general principles outlined in *The Chicago Manual of Style*, *16th Edition* (hereafter CMOS) and conform to the standards required by our layout process.

PLEASE NOTE: The formatting requirements outlined here are *not representative of your manuscript's final appearance* (layout). Since your initial manuscript will be converted into various end formats, these guidelines simply ensure that our programs can read your manuscript correctly. Layout and aesthetic decisions will be made later, once your file is converted into its various end formats, each of which has a different appearance.

This guide therefore explains how your files must be submitted, while also serving as a supplement to CMOS, providing instructions on matters that relate specifically to our series, but should not be seen as a substitute for CMOS.

I. ABSTRACTS

Please submit a separate 150-word abstract for each chapter. The abstract will provide a summary of each chapter's content for online users.

II. TEXT FORMATTING

Manuscripts should be submitted in a .docx format. If you are not able to submit a .docx file, .doc, .tex, .rtf, and .odt are also acceptable. Please follow the formatting guidelines outlined in our template. If you spend a long time formatting your manuscript in a way that does not adhere to the template, we must then pare the file back down to its basic elements before we can proceed. If you follow these guidelines before submitting your manuscript, it will be ready to edit without further ado:

- Please use the template provided on our website. The template is pre-formatted with header, body, foot- and endnote, and caption fonts and sizes.
- If you have difficulty using the template, please use a simple font such as Times New Roman or Linux Libertine for all body text, bibliography, and figure captions. Please use Arial or Open Sans for headers, notes, and captions.
 Times and Arial are available in MS Word. Linux Libertine and Open Sans are available via free download.
- Do not use different text colors or underlining.
- Our file conversion program predicts bold/larger text as headings. If you intend
 to add part, chapter, section, or subsection headers, please use the template or
 update your text to match the size/bolding requirements outlined in the template.
- Please do not create more than four tiers of content: the maximum level of organization includes part, chapter, chapter section, and subsection.
- Italics may be used for emphasis. Do not use **bold** for emphasis. Our program will interpret bold text as a header.

1. OVERALL STRUCTURE

- Please name files as follows "lastname_chapter x.docx" and upload a new file (text only) for each chapter. If the work will have both parts and chapters, please name files as "lastname_part x_chapter x.docx." and add part level headers (as shown in the template) to each chapter that introduces a new part. Items such as acknowledgements, dedications, appendices, and the bibliography (if using MS Word) should also be uploaded individually. Images must be uploaded separately, with their locations tagged in the text as described in Sections IV and V of this style guide, and in the manuscript template.
- Make sure there are no comments, tracked changes, annotations, or other hidden characters in the final version of your manuscript.
- Do not use the space bar to achieve indents or align text. Always use the tab function or skip a line to begin a new paragraph.
- Format block quotations and verse extracts longer than four lines using the template's "Quote" style.
- Make sure quotation marks are in the English style (i.e. "quote" not "quote").
- Include punctuation within quotation marks: She said "the house is red."
- Hyphenation should be created using em dashes (achieved via the keyboard shortcut "ctrl" + "alt" + "-"), e.g. "This is for your own good—you may not like it."
 Do not include spaces on either side of the dash.
- For single author monographs, include your manuscript in one file, including the dedication, the text itself, acknowledgements, abbreviation list, glossary, or appendix, as applicable.
- Numbers up to 100 must be spelled out ("the nineteenth century" or "the twenty-fifth president of the USA").
- Because we follow CMOS, we use the serial (also called "Oxford") comma, as in:
 "The sentence was long, difficult, and convoluted" and not "The sentence was long, difficult and convoluted."
- Ensure that all proper names, terms, and abbreviations are spelled consistently throughout your manuscript and accompanying files, including images and captions.
- Abbreviations must be defined the first time they are used. A list of abbreviations
 must be provided with your manuscript. Please place the header "Abbreviations"
 above the list, using the header format in our template, and use our body text
 format for the abbreviations themselves.
- Do not number your pages. Page numbers will be automatically generated when your file is converted into its various end formats.
- Do not place anything in your page headers or footers. Content in those sections will not be recognized by our program and will disappear once files are converted.

There is no need to include a table of contents (TOC). Our program will automatically generate one based on the chapter titles and headers that you provide. For this reason, it is particularly important to follow the template, to ensure that each header is recognized as such and is included in the TOC.

2. A NOTE ABOUT SCARE QUOTES:

Quotation marks are often used to alert readers that a term is being used in a nonstandard or ironic way. Called "scare quotes" when used in this fashion, they imply "this is not what I think" or "this is not how the term is usually used." Scare quotes should be used sparingly, since they lose their force when overdone. We therefore discourage their use unless they are somehow essential to your argument.

A NOTE ABOUT DEDICATIONS AND ACKNOWLEDGEMENTS

If you wish to include a manuscript dedication or acknowledgements, please include it in the manuscript file, with the dedication appearing at the beginning and the acknowledgements appearing immediately after the final chapter. Headings for each item should follow the chapter level formatting style.

III. CITATIONS/REFERENCING

- Heidelberg University Publishing also follows CMOS's recommended citation styles. You may use 1) notes and bibliography or 2) the author-date system.
- Please use either footnotes or endnotes, but not both.
- References in footnotes and endnotes are cited identically, but are cited differently in the bibliography (see CMOS).
- Please list only one location for each publisher, i.e. "London: Routledge" not "London, New York: Routledge."
- Do not place your first footnote any earlier than the end of the first sentence in the body text (i.e. not in your abstract, title, or after an introductory quote that precedes your text).
- For successive works by the same author in your reference list, please use the author's name for each appearance after the first. We will convert these lists to the 3-em dash format required by CMOS (see section 14.63-64) later, after the text has been formatted.
- Our editor program recognizes various terms as bibliography headers. Authors may use any of the following terms to title their bibliography.
 - Bibliography
 - Works Cited
 - References
 - Sources

- Literature Cited
- References and Notes
- Notes and References
- Footnotes / Endnotes

Footnotes / Endnotes

To insert foot- or endnotes, use your word processing program's built-in notes feature. Do not reset any options. Embedded notes can be moved, combined, or deleted with ease; once numbered, a note will always carry its text with it, but only when the feature is left as-is.

If you cite text in a foot- or endnote, a full citation should be given the first time that source is used. All subsequent references to the source should use the shortened citation form as defined in CMOS, even if they appear non-consecutively. Please repeat the author's name for consecutive references—within notes—to the *same work*. Like the 3-em dash as noted prior, this convention will be converted to the ibid. format after it has been coded by our editor (see CMOS, 14.29 for an explanation of this rule).

Foot- and endnotes should be inserted after punctuation, not before, and should appear at the end of a sentence or, at the very least, after punctuation, e.g. "This rule is important."

IV. IMAGES

Heidelberg University Publishing will not publish materials that you have not obtained the legal right to use. It is your responsibility to obtain legal permission to reproduce copyrighted items. As section 3.28 of CMOS notes:

Illustrative material under copyright, whether published or unpublished, usually requires permission from the copyright owner before it can be reproduced. You cannot simply snap a photo of your favorite Monet and use it to illustrate your history of the haystack; before attempting to reproduce the painting, you must write to obtain written permission, as well as a print of the work, from the museum, or person, that owns it. Nor may you use a photograph or other portrayal of an identifiable human subject without the consent of that person or someone acting on his or her behalf.

All media (images, tables, line drawings, etc.) must be submitted electronically, according to the process outlined on the "submission instructions" page on the website. Do not embed any non-text items (including line art) directly in your manuscript.

1. FIGURES

Each figure must be submitted in a separate file and be given a title that corresponds with an image "tag" that appears directly in the manuscript. Each figure must also have an in-text caption that elaborates on it and immediately follows the tag (also within the manuscript). Tags will ensure that each figure is placed in its correct location.

#IMAGE: filename.bmp

#CAPTION: Fig. 1: Description of the image, including artist, if applicable, title, year, media, dimensions, location, if applicable, and copyright holder.

Example: "Fig. 1 Anjali Deshmukh, *Subduction and Eruption: Rising Earth*, 2005, digital print, 30"x 48" (Copyright Anjali Deshmukh)."

Please note: File names must include only Latin characters and numbers and may not include spaces. The tag must have the same name as the image file; otherwise, figures will not be paired with their respective tags, and will not appear in the final formats.

Figures should be given two numbers: the first number should indicate the chapter in which it appears and the second number should simply begins again with "1" for each chapter and increase from there (e.g. Fig. 1.1, Fig. 1.2, Fig. 2.1, Fig. 2.2).

Images should be saved as .bmp or .tiff. Please avoid using .jpg or .gif. Please send the highest resolution images that you have.

Use lower case letters (a, b, c, etc.) to label figure parts, if necessary.

2. TABLES

Tables may be submitted as separate files (like figures) or included within the manuscript (provided you use your word processor's built-in table feature).

Number your tables using the same format as that of Figures (Table 1.1, Table 1.2, etc.), to ensure that all tables appear in the correct order in the text.

Place table headers within the first row of the table. Merge rows if necessary, but do not place the table headers outside of the table itself, as only information within tables can be read as part of the table.

If you upload your tables separately, use the tag system as described in the "Figures" section.

If you wish to leave a cell empty, type a hyphen (-) in it, so the space is not mistaken for missing data.

Do not treat lists like tables; instead, include them in your text, using your word processing program's list function.

V. OTHER MEDIA FILES

We accept all standard media formats. Files should ideally be non-compressed and contain as much data as possible. Files can be converted later, as necessary. Please tag media files in the same way that you would figures, as in:

#VIDEO: filename.mp4

#CAPTION: Video 1: Here is the description of the video

#AUDIO: filename.wav

#CAPTION: Audio 1: Here is the description of the audio clip

IMPORTANT: Make sure you obtain copyright clearance for all multimedia files and

provide licensing information at the time you upload the files.

Please contact the editor if you have any further questions.

VI. INTERNET SOURCES

Please provide links to all the digital resources you have cited. These should go in the source citations, as specified in CMOS.

Please ensure that all links are written in their entirety and are live at the time of submission. Cite their access dates as follows: http://www.webaddress.com. [Accessed on DD. Month YYYY]. The digital object identifier (DOI) should be given, when available.

VII. LANGUAGES

Heidelberg University Publishing also follows CMOS's guidelines for rendering non-English text. For concise instructions on how to deal with issues such as capitalization, languages using the Latin alphabet, transliterated languages, classical Greek, Old English, and Middle English, please consult CMOS.

All foreign language quotes must include a translation. Both the original language and the translation into English should appear within the body text. All foreign words in Latin script must be italicized, with the translation following. Please indicate if a quote has been translated by you or by someone else. (The only exception should be common rhetorical expressions, such as ipso facto, which need not be translated.)

Please use standard, pre-made special characters. Do not create your own characters by combining characters or using graphics or field codes, as these will not convert properly. Our editor program can read non-Latin characters, but cannot read characters that are not part of an extant character set.

VIII. EXAMPLES FOR REFERENCES

1. NOTES AND BIBLIOGRAPHY

Please use footnotes or endnotes, but not both. You may also include a bibliography. References in footnotes and endnotes are cited identically, but are cited differently in the bibliography. Also, references by the same author which are consecutively cited in the same text should be shortened after their first use. The following examples illustrate these points. Please only use one location for the publisher: i.e. "(London: Routledge);" not two or more, i.e. "(London, New York: Routledge)." We also encourage authors to use Zotero, a free program for organizing bibliographic data and citations. If you use Zotero, we can create a automatically create a bibliography for the HTML version of your work, using the Zotero ID numbers you provide.

1.1 Book by one author

Footnote

Michael Pollan, The Omnivore's Dilemma: A Natural History of Four Meals (New York: Penguin, 2006), 99–100. Pollan, Omnivore's Dilemma, 3.

Bibliography entry

Pollan, Michael. The Omnivore's Dilemma: A Natural History of Four Meals. New York: Penguin, 2006.

1.2 Book by two or more authors

Footnote:

Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52. Ward and Burns, *War,* 59–61.

Bibliography entry:

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941–1945.* New York: Knopf, 2007.

For four or more authors, list all of the authors in the bibliography; in the note, list only the first author, followed by et al. ("and others"):

Footnote:

Dana Barnes et al., Plastics: Essays on American Corporate Ascendance in the 1960s, (New York: Oxford University Press, 2010), 22-25 Barnes et al., Plastics, 22-25

Bibliography entry:

Barnes, Dana, Emmet Marks, Michael Jones and David Helfiger. *Plastics:* Essays on American Corporate Ascendance in the 1960s. New York: Oxford, 2010.

1.3 Book with an editor, translator, or compiler instead of author

Footnote:

Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92. Lattimore, *Iliad*, 24.

Bibliography entry:

Lattimore, Richmond, trans. *The Iliad of Homer.* Chicago: University of Chicago Press, 1951.

1.4 Book with an editor, translator, or compiler in addition to the author

Footnote:

Gabriel García Márquez, *Love in the Time of Cholera,* trans. Edith Grossman (London: Cape, 1988), 242–55. García Márquez, *Cholera,* 33.

Bibliography entry:

García Márquez, Gabriel. *Love in the Time of Cholera*. Translated by Edith Grossman. London: Cape, 1988.

1.5 Chapter or other part of a book

Footnote:

John D. Kelly, "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War," in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly et al. (Chicago: University of Chicago Press, 2010), 77. Kelly, "Seeing Red," 81–82.

Bibliography entry:

Kelly, John D. "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War." In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press, 2010.

1.6 Chapter of an edited volume originally published elsewhere

Footnote:

Quintus Tullius Cicero. "Handbook on Canvassing for the Consulship," in *Rome: Late Republic and Principate,* ed. Walter Emil Kaegi Jr. and Peter White, vol. 2 of University of Chicago Readings in Western Civilization, ed. John Boyer and Julius Kirshner (Chicago: University of Chicago Press, 1986), 35

Cicero, "Canvassing for the Consulship," 35.

Bibliography entry:

Cicero, Quintus Tullius. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of University of Chicago Readings in Western Civilization, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of Chicago Press, 1986. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908).

1.7 Preface, foreword, introduction, or similar part of a book

Footnote:

James Rieger, introduction to *Frankenstein; or, The Modern Prometheus,* by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.

Rieger, introduction, xxxiii.

Bibliography entry:

Rieger, James. Introduction to *Frankenstein; or, The Modern Prometheus,* by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press, 1982.

1.8 Book published electronically

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL and include an access date. If no fixed page numbers are available, include a section title, a chapter, or other number.

Footnote:

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

Austen, Pride and Prejudice.

Philip B. Kurland and Ralph Lerner, eds., *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), accessed on 28. February 2010, http://press-pubs.uchicago.edu/founders/.

Kurland and Lerner, Founder's Constitution, chap. 10, doc. 19.

Bibliography entry:

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

Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987. Accessed on 28. February 2010. http://press- pubs.uchicago.edu/founders/.

1.9 Article in a print journal

In a note, list the specific page numbers consulted, if any. In the bibliography, list the page range for the whole article.

Footnote:

Joshua I. Weinstein, "The Market in Plato's Republic," *Classical Philology* 104 (2009): 440.

Weinstein, "Plato's Republic," 452-53.

Bibliography entry:

Weinstein, Joshua I. "The Market in Plato's Republic." *Classical Philology* 104 (2009): 439–58.

1.10 Article in an online journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to http://dx.doi.org/ in the address bar of an Internet browser, will lead to the source. If no DOI is available, list a URL. Include an access date.

Footnote:

Gueorgi Kossinets and Duncan J. Watts, "Origins of Homophily in an Evolving Social Network," *American Journal of Sociology* 115 (2009): 411, accessed on 28. February 2010, doi:10.1086/599247. Kossinets and Watts, "Origins of Homophily," 439.

Bibliography entry:

Kossinets, Gueorgi, and Duncan J. Watts. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115 (2009): 405–50. Accessed on 28. February 2010. doi:10.1086/599247.

1.11 Newspaper or popular magazine article

If you consulted the article online, include a URL and an access date. If no author is identified, begin the citation with the article title.

Footnote:

Daniel Mendelsohn, "But Enough about Me," New Yorker, 25. January 2010, 68. Mendelsohn, "But Enough about Me," 69.

Sheryl Gay Stolberg and Robert Pear, "Wary Centrists Posing Challenge in Health Care Vote," New York Times, February 27, 2010, accessed on 28. February 2010, http://www.nytimes.com/2010/02/28/us/politics/28health.html. Stolberg and Pear, "Wary Centrists."

Bibliography entry:

Mendelsohn, Daniel. "But Enough about Me." New Yorker, 25. January 25 2010.

Stolberg, Sheryl Gay, and Robert Pear. "Wary Centrists Posing Challenge in Health Care Vote." New York Times, February 27, 2010. Accessed on 28. February 2010. http://www.nytimes.com/2010/02/28/us/politics/28health.html.

1.12 **Book review**

Footnote:

David Kamp, "Deconstructing Dinner," review of The Omnivore's Dilemma: A Natural History of Four Meals, by Michael Pollan, New York Times, April 23, 2006, Sunday Book Review, http://www.nytimes.com/2006/04/23/books/review/23kamp.html. Kamp, "Deconstructing Dinner."

Bibliography entry:

Kamp, David. "Deconstructing Dinner." Review of *The Omnivore's Dilemma:* A Natural History of Four Meals, by Michael Pollan. New York Times, April 23, 2006, Sunday Book Review.

http://www.nytimes.com/2006/04/23/books/review/23kamp.html.

Always replace "Review Article" with "Review of".

1.13 Thesis or dissertation

Footnote:

Mihwa Choi, "Contesting Imaginaires in Death Rituals during the Northern Song Dynasty" (PhD diss., University of Chicago, 2008). Choi, "Contesting Imaginaires."

Bibliography entry:

Choi, Mihwa. "Contesting Imaginaires in Death Rituals during the Northern Song Dynasty." PhD diss., University of Chicago, 2008.

1.14 Paper presented at a meeting or conference

Footnote:

Rachel Adelman, "'Such Stuff as Dreams Are Made On': God's Footstool in the Aramaic Targumim and Midrashic Tradition" (paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2009).

Adelman, "Such Stuff as Dreams."

Bibliography entry:

Adelman, Rachel. "'Such Stuff as Dreams Are Made On': God's Footstool in the Aramaic Targumim and Midrashic Tradition." Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2009.

1.15 Website

Because website content is subject to change, include an access date or, if available, a date that the site was last modified.

Footnote:

"Google Privacy Policy," last modified 05. June 2015, http://www.google.com/intl/en/privacypolicy.html. "Google Privacy Policy."

"McDonald's Happy Meal Toy Safety Facts," McDonald's Corporation, accessed on 19. July 2008,

http://www.mcdonalds.com/corp/about/factsheets.html

McDonald's Corporation. "McDonald's Happy Meal Toy Safety Facts." Accessed on 19. July 2008.

http://www.mcdonalds.com/corp/about/factsheets.html.

Bibliography entry:

Google. "Google Privacy Policy." Last modified 05. June 2015. http://www.google.com/intl/en/privacypolicy.html.

2. AUTHOR-DATE SYSTEM

The Author-date system cites the reference by listing the author name/s and year of publication in parentheses within the text flow. It is accompanied by a bibliography in the end. The examples here list the bibliography entry, followed by the in-text citation.

2.1 Book by one author

Pollan, Michael. 2006. *The Omnivore's Dilemma:* A Natural History of Four Meals. New York: Penguin. (Pollan 2006, 99–100)

2.2 Book by two or more authors

Ward, Geoffrey C., and Ken Burns. 2007. *The War: An Intimate History*, 1941–1945. NewYork: Knopf. (Ward and Burns 2007, 52)

For four or more authors, list all of the authors in the reference list; in the text, list only the first author, followed by et al. ("and others"): (Barnes et al. 2010)

2.3 Book with an editor or translator instead of an author

Lattimore, Richmond, trans. 1951. *The Iliad of Homer.* Chicago: University of Chicago Press. (Lattimore 1951, 91–92)

2.4 Editor or translator in addition to an author

García Márquez, Gabriel. 1988. Love in the Time of Cholera. Translated by Edith Grossman. London: Cape. (García Márquez 1988, 242–55)

2.5 Chapter or other part of a book

Kelly, John D. 2010. "Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War." In *Anthropology and Global Counterinsurgency*, edited by John D. Kelly, Beatrice Jauregui, Sean T. Mitchell, and Jeremy Walton, 67–83. Chicago: University of Chicago Press. (Kelly 2010, 77)

2.6 Chapter of an edited volume originally published elsewhere

Cicero, Quintus Tullius. 1986. "Handbook on Canvassing for the Consulship." In *Rome: Late Republic and Principate*, edited by Walter Emil Kaegi Jr. and Peter White. Vol. 2 of University of *Chicago Readings in Western Civilization*, edited by John Boyer and Julius Kirshner, 33–46. Chicago: University of

Chicago Press. Originally published in Evelyn S. Shuckburgh, trans., *The Letters of Cicero*, vol. 1 (London: George Bell & Sons, 1908). (Cicero 1986, 35)

2.7 Preface, foreword, introduction, or similar part of a book

Rieger, James. 1982. Introduction to *Frankenstein; or, The Modern Prometheus,* by Mary Wollstonecraft Shelley, xi–xxxvii. Chicago: University of Chicago Press. (Rieger 1982, xx–xxi)

2.8 Book published electronically

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL; include an access date only if one is required by your publisher or discipline. If no fixed page numbers are available, you can include a section title or a chapter or other number.

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

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

In the text, list the specific page numbers consulted, if any. In the reference list entry, list the page range for the whole article.

```
Weinstein, Joshua I. 2009. "The Market in Plato's Republic." Classical Philology 104:439–58. (Weinstein 2009, 440)
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2.10 Article in an online journal

Include a DOI (Digital Object Identifier) if the journal lists one. A DOI is a permanent ID that, when appended to http://dx.doi.org/ in the address bar of an Internet browser, will lead to the source. If no DOI is available, list a URL. Include an access date.

Kossinets, Gueorgi, and Duncan J. Watts. 2009. "Origins of Homophily in an Evolving Social Network." *American Journal of Sociology* 115:405–50. Accessed on 28. February 2010. doi:10.1086/599247. (Kossinets and Watts 2009, 411)

2.11 Newspaper or popular magazine article

If you consulted the article online, include a URL and access date. If no author is identified, begin the citation with the article title.

Mendelsohn, Daniel. 2010. "But Enough about Me." *New Yorker*, 25. January. (Mendelsohn 2010, 68)

Stolberg, Sheryl Gay, and Robert Pear. 2010. "Wary Centrists Posing Challenge in Health Care Vote." *New York Times*, February 27. Accessed on 28. February 2010.

http://www.nytimes.com/2010/02/28/us/politics/28health.html. (Stolberg and Pear 2010)

2.12 Book review

Kamp, David. 2006. "Deconstructing Dinner." Review of *The Omnivore's Dilemma: A Natural History of Four Meals,* by Michael Pollan. New York Times, April 23, Sunday Book Review. http://www.nytimes.com/2006/04/23/books/review/23kamp.html. (Kamp 2006)

2.13 Thesis or dissertation

Choi, Mihwa. 2008. "Contesting Imaginaires in Death Rituals during the Northern Song Dynasty." PhD diss., University of Chicago. (Choi 2008)

2.14 Paper presented at a meeting or conference

Adelman, Rachel. 2009. "'Such Stuff as Dreams Are Made On': God's Footstool in the Aramaic Targumim and Midrashic Tradition." Paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24. (Adelman 2009)

2.15 Website

Because website content is subject to change, include an access date or, if available, a date that the site was last modified. In the absence of a date of publication, use the access date or last-modified date as the basis of the citation.

Google. 2015. "Google Privacy Policy." Last modified 05. June. http://www.google.com/intl/en/privacypolicy.html. (Google 2015)

McDonald's Corporation. 2008. "McDonald's Happy Meal Toy Safety Facts." Accessed on 19. July. http://www.mcdonalds.com/corp/about/factsheets.html. (McDonald's 2008)