boundary 2 Style Sheet

Listed below are important boundary 2 style points that are in addition to what is outlined in the Duke University Press Journals Style Guide.

Note that this journal uses author-date citations in the text with a corresponding reference list of works cited at the end of the article (see DOCUMENTATION at the end of the style guide).

ABSTRACTS AND KEYWORDS

Articles, review essays, and interviews should all include a 120-word abstract and 3–5 keywords.

Abstracts should be written in the third person (“This article proposes . . .”), not the first person (“I propose . . .”).

ACADEMIC AND EDITORIAL TITLES

In the masthead and when referring to its own editorial leadership, boundary 2 hyphenates the title co-editor (contra DUP and CMS).

We, the new co-editors of boundary 2, are . . .

General academic titles like "associate professor," "lecturer," "department chair," "dean," as well as professional titles like "editor" are not capitalized. Named or titled professorships, chairs, fellowships, and the like however, are capitalized, as in the last example below. See The Chicago Manual of Style (CMS) 8.28 for additional examples.

Francoise Meltzer is professor of comparative literature at . . .
John W. Boyer is dean of the . . .
Juniper B. Jones is the editor of . . .
Anthony Grafton is the Dodge Professor of History at Princeton University.

ACADEMIC SUBJECTS AND FIELDS OF STUDY

Academic subjects (e.g., gender studies, history, comparative literature) are not capitalized unless (1) the academic subject forms part of a formal department name (e.g., the Department of Anthropology but the anthropology department), (2) the academic subject is part of an official course name (e.g., Archaeology 101), or (3) the subject is itself a proper noun (e.g., English, Latin American). Note that department is lowercase when used in the general sense (philosophy departments), when preceded by an adjective (e.g., the English department), and when appearing without the full department name (e.g., the department).

She has published widely in the history of religions.
They have a wide variety of courses in gender studies.
The Department of History at Georgetown isn’t like other history departments.

ACKNOWLEDGMENTS
Acknowledgments are written in the first person and appear as an unnumbered note on the article opening page.

ACTIVE VS. PASSIVE VOICE
Note that boundary 2 strongly prefers to publish in the active voice rather than the passive voice. We advise authors to write in direct style and to specify agency where possible. (Consult the Chicago Manual of Style 5.118 for additional details on the active voice vs. the passive voice.)

CONTRACTIONS
Contra DUP style, boundary 2 generally allows contractions in articles.

INTERVIEWS
Formatting
Interviewer and interviewee initials are styled in bold roman type. All colons following initials are roman type, but not bolded. Interviewer questions are italicized, with reverse italics (i.e., not italicized) for titles of works, emphasis, or other text that would normally be italicized. Interviewee answers are not italicized. See example below.

Citations in Interviews
Citations in interviews are editorial interpolations and are therefore given in brackets rather than parentheses. A corresponding reference list should appear at the end of the interview.

JF: I’d like to begin by talking about style. On the back cover of your book Feeling Global, Meaghan Morris writes, “Bruce Robbins is one of the best sentence-shapers in contemporary American letters, unequivocally an heir of the famous New York liberal style” [Robbins 1999]. I’m curious to hear you discuss your relationship to your style.

BR: [laughs] I think she was being overgenerous. She’s a great stylist. What do I think about style? I don’t think I’m particularly good at it. You know, when I read really amazing stylists, really writerly types—James Wood writing for the New Yorker or Michael Wood writing for the London Review of Books, people who really are incapable of a dull sentence—I think, I am capable of a dull sentence.

Grammar and Syntax in Interviews
Most b2 interviews are transcriptions of spoken conversations. Copyeditors and authors should carefully check for transcription errors, including incorrect or inconsistent spelling and capitalization (especially of names, places, and titles) and homophones (e.g., they’re, their, and there; you’re and your; to, two, and too).
Sentence fragments, incomplete thoughts, informal syntax, conversational cadences, colloquialisms, italics for emphasis, and other features of informal speech are allowed. Punctuation, syntax, and formatting may be adjusted to aid clarity or impose consistency. Clarifications or added information should be enclosed in brackets.

Interjections that are not spoken (e.g., laughs, sighs, nods, and the like) are italicized and enclosed in brackets.

Follow Merriam-Webster’s spelling of interjections like hmm, mm-hmm, um, and similar. These utterances are not italicized and are styled like usual speech.

AB: Hmm. Well, we were driving, and we just turned off from the direction we were heading, which was Kingston [Jamaica], and went back into the deep rural area, the winding roads in the hills. When we arrived, my grandmother had already set on her dining table lunch for three. And I said to her, “How in the name of God did you know I was coming? Because I didn’t tell you, and it was a spur of the moment.” [laughs] It really wasn’t planned. And her response was, “Mr. Isaac, who chopped the tree over your head, died this morning. So I know you’d come back today.” [Note that know you’d come back (rather than knew) is allowed to stand.]

Ellipses are used where the speaker appears to have trailed off.

EL: But anyway, I never really knew what . . .

Abrupt changes in thought and interruptions or overlapping speech are indicated by em dashes.

EL: And that surprised me because—

PM: Yes! I wanted to ask about that.

Unspoken Discourse, Indirect Discourse, and Paraphrased Dialogue
Because interview speakers often relate memories, internal thoughts, imagined dialogue, and/or paraphrased conversations, interviews often include unspoken discourse, indirect discourse, and direct discourse. See CMS 6.42 and 13.43 on unspoken discourse, defined as "thought, imagined dialogue, and other internal discourse." Unspoken discourse that is strictly internal is not enclosed in quotation marks and, if occurring midsentence, begins with a capital letter. Unspoken discourse that is not strictly internal but imagined or projected, especially if presented as a conversation, can be placed in quotation marks. Where the distinction is unclear, preference should be given to the treatment that best aids comprehension and clarity.

I said to myself, There’s something structurally similar about this character in Balzac and the way he figures in an upward mobility story.

He must’ve thought, Hmm, now there’s an idea.
I could imagine him saying, “Listen, you don’t want to go that way.” [This is an example of imagined discourse presented as a conversation that can be placed in quotation marks.]

Paraphrased quotations may be presented in quotation marks, but the context should make clear that the material is not necessarily a direct quote. If the context does not clarify this, a brief explanatory footnote can be added.

And then he said something to me like, “We enjoyed this draft, but we worry that it lacks market potential.”

REVIEW ESSAYS
All review essays should be clearly identified with the header b2 Review Essay and include an unnumbered note on the article opening page indicating the work under review.


SECTION BREAKS
Sections may be designated with section titles or untitled section breaks. At the manuscript stage, untitled section breaks are designated like so: <section break>

TRANSLATED TITLES
Non-English titles in the reference list do not require a translation. Non-English titles presented in running text should be accompanied by a translation in DUP style (see TRANSLATIONS below).
Duke University Press Journals Style Guide
March 2024

Duke University Press journals adhere to the rules in this style guide and to *The Chicago Manual of Style*, 17th ed. (CMS). We also follow the European Accessibility Act’s guidelines and supply alt text for all illustrations and tag foreign-language words and phrases, which allows a screen reader to know when a shift in the dominant language occurs, making pronunciations more accurate.

ABBREVIATIONS

Corporate, municipal, national, and supranational abbreviations and acronyms appear in full caps. Most initialisms (abbreviations pronounced as strings of letters) are preceded by the. Always use *US* as an adjective and *United States* as a noun.

- further expansion of NATO’s membership
- dissent within the AFL-CIO
- sexism is rampant at IBM
- she was living in the United States
- certain US constituencies

Spell out Latin abbreviations such as *i.e.*, *e.g.*, and *etc.* in the text, though allow abbreviations within parentheses in the text (e.g., like so). Allow abbreviations in notes. When used, these abbreviations are set in roman type, not italics. The word *sic*, however, is italicized and bracketed, as *[sic]*.

Personal initials have periods and are spaced.

- W. E. B. Du Bois; C. D. Wright

ABSTRACTS

Substantial articles should include an abstract of approximately 200 words. Book reviews and short issue introductions do not require abstracts.

Abstracts should be written in the third person (“This article proposes . . .”), not the first person (“I propose . . .”).

CAPITALIZATION. See also SPELLING AND HYPHENATION

See CMS, chap. 8, for general guidance on capitalization.

In Romance and other languages, use diacritics with capital letters.

After a Colon
If the material introduced by a colon consists of more than one sentence, or if it is a quotation or a speech in dialogue, it should begin with a capital letter. Otherwise, it begins with a lowercase letter. See CMS 6.63.

Quotations
Silently correct initial capitalization in quotations depending on the relationship of the quotation to the rest of the sentence (see CMS 13.19). For instance:

Smith stated that “we must carefully consider all aspects of the problem.”

but

Smith stated, “We must carefully consider all aspects of the problem.”

A lowercase letter following a period plus an ellipsis should be capitalized if it begins a grammatically complete sentence (CMS 13.53).

The spirit of our American radicalism is destructive. . . . The conservative movement . . . is timid, and merely defensive of property.

Terms
A down (lowercase) style is generally preferred for terms. See CMS, chap. 8, for detailed guidelines on capitalization of terms.

Titles of Works
For titles in English, capitalize the first and last words and all nouns, pronouns, adjectives, verbs, adverbs, and subordinating conjunctions (if, because, that, etc.). Lowercase articles (a, an, the), coordinating conjunctions, and prepositions (regardless of length). The to in infinitives and the word as in any function are lowercased.

For hyphenated and open compounds in titles in English, always capitalize first elements. The second element is capitalized unless it is an article, preposition, or coordinating conjunction; the second element is not capitalized if it follows a prefix that could not stand by itself as a word (anti-, pre-, etc.), unless it is a proper noun. If a compound (other than one with a hyphenated prefix) comes at the end of the title, its final element is always capitalized. The second element of hyphenated spelled-out numbers or simple fractions should be capitalized.

   Nineteenth-Century Literature
   A History of the Chicago Lying-In Hospital [“In” functions as an adverb, not a preposition]
   Anti-intellectual Pursuits
   Policies on Re-creation
   Reading the Twenty-Third Psalm

When titles contain direct quotations, the headline-capitalization style described above and in CMS should be imposed.
“We All Live More like Brutes than Humans”: Labor and Capital in the Gold Rush

In capitalizing titles in any non-English language, including French, capitalize the first letter of the title and subtitle and all proper nouns. See CMS 11.70, 11.39, and 11.89 for the treatment of Dutch, German, and Chinese and Japanese titles, respectively. Diacritical marks on capital letters are retained in all languages.

CONTRIBUTOR’S NOTE

Each contributor’s note includes the author’s name, rank, affiliation, areas of activity or research, and most recent works. Dates of publication, but not publishers’ names, are given for books.

Rebecca Newman is professor of history at the University of Chicago. She is author of In the Country of the Last Emperor (1991).

Yingjin Zhang teaches Chinese literature at Indiana University. His book Configurations of the City in Modern Chinese Literature is forthcoming.

DATES AND TIMES. See also NUMBERS

For more information, see CMS 9.29–38.

May 1968
May 1, 1968
May 1–3, 1968
on February 8, 1996, at 8:15 a.m. and again at 6:15 p.m.
September–October 1992
from 1967 to 1970
1960s counterculture; sixties [not 60s or ’60s] counterculture
the 1980s and 1990s
mid-1970s American culture
the mid-nineteenth century [note hyphen, not en dash]
the late twentieth century; late twentieth-century Kenya
the years 1896–1900, 1900–1905, 1906–9, 1910–18
“The Audacity of His Enterprise: Louis Riel and the Métis Nation That Canada Never Was, 1840–1875” [use full year range in titles of works and headings]
AD 873; the year 640 BC; Herod Antipas (21 BCE–39 CE) [use full caps without periods for era designations]
c. 1820
EXTRACTS. See also CAPITALIZATION and PUNCTUATION (Ellipses)

Set off quotations that are more than 400 characters (including spaces) in length.

FIGURES AND TABLES

Each figure or table should be referred to either parenthetically (figure is abbreviated as fig. when referenced parenthetically) or in running text at a relevant place in the discussion. Number tables and figures consecutively.

The pressure of the flow repeatedly threatened to break down the walls that had just been created by cooling (fig. 3).

As figure 1 shows, our labor took the form of designing supported experiences for GTAs.

The problem with school attendance in the Bronx (see table 1) is largely the fault of a social system that neglects its children.

Figure Captions

Captions take sentence-style capitalization and have terminal punctuation. If credit or source information is provided, it should be the last element of the caption.

Figure 1. The author with unidentified friend, 1977. Photograph by the author.

Figure 2. The author posed for this picture with an unidentified friend in 1977.

Figure 3. Noam Chomsky at a political rally, 1971. Courtesy of John Allan Cameron Archives, University of Florida, Gainesville.

Figure 4. Coal miners in Matewan, West Virginia, April 1920. The miners’ strike was depicted in John Sayles’s film Matewan. Photograph courtesy of Matewan Historical Society.

Figure 5. Winston Roberts, When Last I Saw (1893). Oil on canvas, 56 × 48 in. Courtesy of the Campbell Collection, Central State Community College Library, Pleasance, Nebraska.

Figure 6. Harvey Nit, These. These? Those! (2011). Mascara on cocktail napkin, 16 × 16 cm. © Harvey Nit.

In addition to a caption, each figure requires alt text, a short description of the figure that allows nonsighted persons to access a publication’s visual content.

Table Titles

Table titles take sentence-style capitalization but do not have terminal punctuation.

Table 3. Comparative frequency of bicycles, mopeds, and Segways in Amsterdam, Dublin, and Toronto, 2005–2015

GRAMMAR

A split infinitive is OK if the text reads better with a split infinitive.
Make a distinction between *that* (restrictive) and *which* (nonrestrictive) but not obsessively (i.e., if making the distinction means that there will be several *thats* in a row, allow a restrictive *which*).

Maintain parallel structure.

Maintain subject-verb agreement and tense consistency.

**INCLUSIVE LANGUAGE**

Avoid sexist language and terms that are gender specific (*chairman, mankind*, etc.). Use gender-neutral alternatives, including recasting to plural or using singular *they*, rather than *he or she* constructions. Never allow the form *s/he*. Avoid alternating the use of masculine and feminine pronouns in an article. See CMS 5.251–60 (bias-free language), especially 5.255–56, and 5.48 (singular *they*).

However, there may be times when the generic masculine pronoun or gendered language is appropriate or preferred by the author: for example, in discussions of works of philosophy in which the original author used *he, him, man*, and the like generically, or if the article’s author intentionally uses female pronouns exclusively or uses alternative pronouns such as *ze*.

**INITIALS.** See ABBREVIATIONS

**KEYWORDS.** See also ABSTRACTS

Articles that include an abstract should also include three to five keywords. Keywords should be lowercase (except for names or titles that would otherwise be capitalized) and separated by commas.

*Keywords* negative affect, self-portrait, Del LaGrace Volcano, intersex, Polaroid photography

**NOTES.** See also the section on documentation below.

Avoid callouts for footnotes or endnotes in article titles, in heads, at the ends of epigraphs, or in figure captions.

Wherever possible, place note callouts at the end of a sentence, or at least at the end of a clause.

Callouts for footnotes in tables are handled separately. Each table has its own set of notes. See the journal’s style sheet for guidance on the format used for callouts (e.g., lowercase letters, numerals, or symbols). See also CMS 3.79.
NUMBERS. See also DATES AND TIMES

Cardinal and ordinal whole numbers from one to ninety-nine (and such numbers followed by hundred, thousand, million, billion, etc.), any number at the beginning of a sentence, and common fractions are spelled out. Common fractions are hyphenated as well. See CMS, chap. 9.

- no fewer than six of the eight victims
- One hundred eighty-seven people were put to death there during the twenty-third century BC.
- attendance was about ninety thousand
- at least two-thirds of the electorate
- there were two million ballots cast
- the population will top between 27.5 and 28 billion

Numbers applicable to the same category, however, are treated alike in the same context.

- no fewer than 6 of the 113 victims
- Almost twice as many people voted Republican in the 115th precinct as in the 23rd.

Numbers that express decimal quantities, dollar amounts, and percentages are written as figures.

- an average of 2.6 years
- now estimated at 1.1 billion inhabitants
- more than $56, or 8 percent of the petty cash
- a decline of $0.30 per share

Inclusive page numbers are given as follows (per CMS 9.61):

1–2, 3–11, 74–75, 100–103, 104–9, 112–15, 414–532, 505–16, 600–612, 1499–1501

Roman numerals are used in the pagination of preliminary matter in books, in family names and the names of monarchs and other leaders in a succession, in the names of world wars, in legal instruments, and in the titles of certain sequels.

- On page iii Bentsen sets out his agenda.
- Neither John D. Rockefeller IV, Elizabeth II, nor John Paul II was born before World War I.
- Yet Title XII was meant to rectify not only inequities but iniquities.
- Most critics consider The Godfather, Part II a better movie than Jaws 2. [Follow the usage in the original work, per CMS 9.43.]

Arabic numerals are used for the parts of books.
In part 2, chapter 2, of volume 11 of the *Collected Works*, our assumptions are overturned.

**POSSESSIVES**
The possessive of nouns ending with the letter *s* are formed by adding an apostrophe and an *s* (CMS 7.17).

- Burns’s poetry
- Camus’s novels
- Descartes’s philosophy
- Euripides’s plays
- Jesus’s name

**PUNCTUATION**

**En and Em Dashes**
See CMS 6.75–92. Use real en (–) and em (—) dashes, *not* hyphens (-) or double hyphens (--) to indicate en and em dashes in the manuscript.

- pages 115–36 [An en dash is used for number ranges.]
- post–Civil War era [The en dash is used in a compound adjective when one of its elements is an open compound or when both elements consist of hyphenated compounds.]
- The United States’ hegemony—that is, its domination of other nations—is increasing.

**Ellipses. See also CAPITALIZATION (Quotations)**
Three dots with spaces before, after, and between each ( . . . ) indicate an ellipsis within a sentence or fragment; a period plus three dots ( . . . ) indicates an ellipsis between grammatically complete sentences, even when the end of the first sentence in the original source has been omitted. In general, ellipses are not used at the start of a quotation (whether it begins with a grammatically complete sentence or not) or at the end of a quotation (if it ends with a grammatically complete sentence), unless the ellipses serve a definite purpose. See CMS 13.50–58 for more detailed guidelines on the use of ellipses.

**Hyphens. See SPELLING AND HYPHENATION**

**QUOTATIONS. See EXTRACTS**

**RACIAL AND ETHNIC TERMS**
Capitalize terms used to identify people of color or of historically marginalized origins (e.g., *Black, Indigenous*). As a rule, do not capitalize terms used to identify people outside these groups (e.g., *white*). Do not capitalize of color constructions (e.g., *people of color, women of color*). Exceptions are allowed if the author insists or if the author’s text would be, in the editor’s view
and with the author’s concurrence, well served by alternative treatment. The list that follows is intended to be illustrative, not comprehensive.

- Aborigine, Aboriginal
- BIPOC [Black, Indigenous, and People of Color]
- Black, Blackness, anti-Black, anti-Blackness
- Brown
- First Nations
- Indigenous, Indigeneity
- Native
- white, whiteness

**SPELLING AND HYPHENATION**

Follow the online Merriam-Webster’s Collegiate Dictionary (https://www.merriam-webster.com) and Webster’s Third New International Dictionary for spelling. If more than one spelling is provided in the dictionary, follow the first form given (e.g., *judgment*, not *judgement*; *focused*, not *focussed*).

Compounds formed by an adverb ending in -ly plus an adjective or participle (e.g., largely irrelevant statement; smartly dressed person) are not hyphenated either before or after a noun.

Common foreign terms are set in roman type, not italics, and follow the spelling given in Webster’s. Common foreign terms are defined as those with main entries and not classified as “foreign term” in Webster’s.

Prefixes are hyphenated before numerals and proper nouns. Otherwise, prefixes are generally not hyphenated before words (e.g., postwar); refer to Webster’s for guidance. Temporary compound adjectives are hyphenated before the noun to avoid ambiguity but are left open after the noun. Non-English phrases used as modifiers are open in any position, unless hyphenated in the original.

For further guidance regarding the hyphenation of compound words, see CMS 7.89.

Put neologisms within quotation marks at first use.

A term referred to as the term itself is italicized.

- In the twentieth century *socialism* acquired many meanings.
- The word *hermeneutics* is the most overused term in recent monographs.
- The term *lyricism* was misused in Smith’s book review.

**TABLES.** See FIGURES AND TABLES and NOTES
TRANSLATIONS. See also the section on DOCUMENTATION below.

Non-English Titles with English Translation
When an original non-English title and its translation appear together in the text, the first version (whether original or translation) takes the form of an original title, and the second version is always enclosed in parentheses and treated like a published title (whether or not the work represents a published translation; contra CMS 11.9) with title capitalization appropriate to the language.

    I read *Mi nombre es Roberto* (*My Name Is Roberto*) in 1989.
    I read *My Name Is Roberto* (*Mi nombre es Roberto*) in 1989.

    Rubén Darío’s poem “Azul” (“Blue”) is one of my favorites.
    Rubén Darío’s poem “Blue” (“Azul”) is one of my favorites.

URLS. See also the section on DOCUMENTATION below.
Use complete URLs when they appear in articles (notes, references, and main text). Include the protocol (https or http) and trailing slash (if it is part of the URL). DOIs appearing in notes and reference lists are presented as complete URLs. See CMS 14:10 for advice on shortening excessively long URLs.

    https://doi.org/10.1215/00982601-9467191
    https://georgianpapers.com/research-funding/transcription/
DOCUMENTATION: AUTHOR-DATE CITATIONS

This journal uses author-date citations in the text with a corresponding reference list of works cited at the end of the article.

Notes may also include material that cannot be conveniently presented in the text, such as discursive adjuncts and additional sources of information. Any material necessary for understanding the argument set forth in the article should appear in the text.

The notations f. (ff.), ibid., op. cit., and loc. cit. are not used, nor are eadem, idem, infra, passim, and supra. Commonly used abbreviations include cf., ed. (eds.), e.g., esp., et al., etc., fig. (figs.), fol. (fols.), i.e., n. (nn.), p. (pp.), pt. (pts.), ser., trans., vol. (vols.). Latin abbreviations are not italicized. Note that in et al., et is a whole word (meaning “and”) and therefore is not followed by a period. In references to poetry, where the abbreviation “l.” or “ll.” might be mistaken for a numeral, the word “line” or “lines” is spelled out.

The reference list at the end of the article contains only works cited. References are arranged alphabetically by author, then chronologically in ascending order. For multiple references by the same author, the author’s name is repeated; 3-em dashes are not used. In titles of works, serial commas are added, ampersands are spelled out, and numbers are spelled out. URLs, including for DOIs, use “https://” to ensure that links work online (CMS 14.7). For additional guidelines concerning the treatment of titles, see CAPITALIZATION in the Duke University Press Journals Style Guide.

Sample Reference List Items

BOOK

Langford, Gerald. 1971. Faulkner’s Revision of “Absalom, Absalom!”: A Collation of the Manuscript and the Published Book. Austin: University of Texas Press. [A book title within a book title is quoted and italicized (CMS 14.94). A main title ending in an exclamation point or a question mark is followed by a colon only if the question mark or exclamation point appears within quotation marks (CMS 14.96).]


Smith, John. 2011. All Tongue-Tied and Nowhere to Go; or, How to Save Face When They Put You on the Spot. Vail, CO: Slippery Slopes. [Treatment of double titles, contra the preferred form in CMS 8.167]

E-BOOK


CHAPTER


Weinstein, Donald. 1989. “The Art of Dying Well and Popular Piety in the Preaching and Thought of Girolamo Savonarola.” In Tetel, Witt, and Goffen 1989: 88–104. [A shortened form is used for chapters from collections that are also included in the reference list.]

PREFATORY MATTER


EDITED WORK


REPRINT

Williams, Theodore. (1905) 1974. The Art of Porcelain during the Late Ming Dynasty. New York: Grove. [For reprint editions, the date of first publication may be supplied parenthetically, followed by the date of the reprint (CMS 15.40). Both dates appear in the corresponding citation.]

TRANSLATION


FOREIGN-LANGUAGE WORK


Dachuan, Sun. 1991. Jiujie jiù yìcì (One Last Cup of Wine). Taipei: Zhang Laoshi Chubanshe. [Though not required for this journal, if a translated title is given, it should follow these examples. The translated title uses italics and headline capitalization (contra CMS 11.9)—in other words, it is treated as if it named a published translation even if it does not.]

MULTIVOLUME WORK


Hooker, Joseph. 1977–82. Of the Laws of Ecclesiastical Polity. Edited by Georges Edelen, W. Speed Hill, P. G. Stanwood, and John E. Booty. 4 vols. Cambridge, MA: Belknap Press of Harvard University Press. [If there are ten editors or fewer, all are listed by name; if more than ten, the first is listed by name, followed by “et al.” (CMS 14.76).]
MULTIAUTHOR WORK


Gustafson, Albert K., Jonas Edwards, Ezra Best, and Nathan Wise. 1985. *If I Were a Rich Man: Comparative Studies of Urban and Rural Poverty*. Murphy, WI: Fore and Aft. [If there are ten authors or fewer, all are listed by name; if more than ten, the first is listed by name, followed by “et al.” (CMS 14.76).]

ANONYMOUS WORK. See also UNSIGNED ARTICLE

*A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced*. 1610. London. [The title appears in place of the author; “Anonymous” or “Anon.” is not used. For purposes of alphabetization an initial article is ignored (CMS 14.79).]

UNDATED WORK


Sales, Robert. n.d. *Victory at Sea: Being a True Account of the Recent Destruction of an Infamous Foreign Fleet*. Dublin. [Note that the “n” in “n.d.” is not capitalized (CMS 14.145).]

REFERENCE WORK


JOURNAL ARTICLE, PRINT

Meban, David. 2008. “Temple Building, *Primus* Language, and the Proem to Virgil’s Third *Georgic*.” *Classical Philology* 103, no. 2: 150–74. [Journal published in volumes; the month or season is not required. As a courtesy to readers who consult articles online, issue numbers should be given if available.]


JOURNAL ARTICLE, ONLINE


Jovanovic, Boyan, and Peter L. Rousseau. 2008. “Specific Capital and Technological Variety.” *Journal of Human Capital* 2, no. 2: 129–52. https://doi.org/10.1086/590066. [If the author has provided a DOI rather than a URL, use the DOI in URL form, as indicated here. See CMS 14.8.]
REVIEW


SPECIAL ISSUE, and ARTICLE IN SPECIAL ISSUE


MAGAZINE ARTICLE


NEWSPAPER ARTICLE, PRINT


NEWSPAPER ARTICLE, ONLINE


UNSIGNED ARTICLE


DISSERTATION


PAPER OR PRESENTATION


PERSONAL COMMUNICATION OR INTERVIEW
Noah Fence (pers. comm., April 1, 2014) speculated on the pitfalls of having a play on words for a name. [References to such communications as emails or private messages shared on social media often can be run into the text, without need of note or reference (CMS 14.214).]

24. Jacques Petits Fours (provost, Upper Midwestern University), interview by author, Ames, IA, February 20, 1995. [Interviews or other personal communications in which more information than the date is pertinent may appear in a note (CMS 14.214).]

SOCIAL MEDIA CONTENT

[Citations of social media content may contain such elements as the author of the post; the title, or the text, of the post; the type of post (e.g., the service and/or a brief description); the date; and a URL. Contra CMS 14.209, such citations have corresponding references.]


WEBSITES (OTHER THAN ONLINE PUBLICATIONS)

[Include as much of the following information as possible: author of the content, title of the page (if there is one), title or owner of the site, URL, and access date (if no publication date is provided). The titles of websites and blogs generally use headline-style capitalization. See CMS 8.191 and 14.206 for guidance as to whether such titles should be set in roman type or italicized. Websites and social media postings are cited in notes but are not included in the reference list. Items resembling articles in form, such as blog postings, are treated like articles: cited parenthetically and also included in the reference list.]


Author-Date Citations

This system uses in-text citations—usually enclosed in parentheses and comprising the author’s surname (with first initial if ambiguous), the date, and the pages cited—and a reference list at the end of the article contains the complete bibliographic information of the works cited. See the sample references immediately above. Note that in the author-date system, works published in the same year by the same author must be labeled “a,” “b,” and so on for clarity.

The witnesses had been, one observer surmised, tampered with (Northrup 1957a: 3). [The date and page number are separated by a colon, not a comma (contra CMS 15.9).]
The date and page number should immediately follow the author’s name, even if the name is used in the possessive (CMS 15.25). This may mean that the parenthetical citation appears midsentence.

As Sylvia Molloy (1991: 43) observes, “The previous letter, marked by subservience, waived Manzano’s rights to the text by ‘giving’ it to del Monte; the second letter, marked instead by resistance, has Manzano keep the text for himself.”

Multiple references within a sentence are usually combined and placed just before a mark of punctuation.

This movement, as many scholars of education studies have noted, is not usually included in the state curriculum (Grove 2015; Hetherington and Rudolph 2015; Smith 2009). [The order in which the citations are given may depend on what is being cited, and in what order, or it may reflect the relative importance of the items cited. If neither criterion applies, alphabetical order is appropriate.]

It is no surprise that, as one study pointed out, “the state curriculum generally omits this history” (Hetherington and Rudolph 2015; see also Grove 2015; and Smith 2009). [The source of a direct quotation, if present, always appears first; “see” and “see also” references are always last.]

There is evidence, for example, that the negative outcomes associated with family structure instability are more pronounced for young children as compared with older children (Sigle-Rushton and McLanahan 2004) and for boys as compared with girls (Cooper et al. 2011). [Parenthetical citations may be placed mid-sentence to help clarify source attribution.]

No note should consist solely of an author-date citation, but discursive notes may contain author-date citations.

25. Wert (1984: 115–17) insists that his predecessors’ conclusions were the merest speculation. See also M. McLain 1981: 190–200; P. McLain 1981. [When the author is meant, the citation is given in parentheses. If the work is meant, no parentheses are required.]

25. It is worth noting that “predecessors’ conclusions were the merest speculation” (Wert 1984: 115).

To refer again to the most recently cited source within the same paragraph, the name need not be repeated, and only a page number is used.

The sperm whale, Beale (1839: 46) concluded in The Natural History of the Sperm Whale, is “remarkably timid, and is readily alarmed by the approach of a whale boat.” Beale noted that “it is difficult to conceive any object in nature calculated to cause alarm to this leviathan” (46).

When an author’s name doesn’t appear in the sentence, it’s best to have the citation before the final mark of punctuation:

Many scholars and poets believe that Marcus Aurelius was one of the greatest men in history (see, e.g., Brodsky 1990: 257; Patterson 1996: 112).
If more than one work by the same author is included in a parenthetical citation, the author’s name is not repeated.

(Wilson 1963, 1974; Brody 2009, 2010)
(Miller 1978: 267; 1994)

For works by more than three authors, only the surname of the first author is used, followed by et al.

not (Cobb, Hornsby, Ott, and Smith 1982) but (Cobb et al. 1982)

If there is no author, use the shortened title or publication title in the author position in the reference.

(New Yorker 1974)

If there is no date, n.d. is used.

(McGarry n.d.)

If the work is meant, rather than the author, the parentheses are omitted.

Medwick 1924 remains the standard reference.

12. For more on this point, see Molloy 1991: 43; and Medwick 1924.

If the citation is to a reprint edition, the original date of publication should be cited first, in brackets within a parenthetical citation and in parentheses not within a parenthetical citation (e.g., in a note). See CMS 15.40.

(Williams [1905] 1974: 41)

1. For a more in-depth discussion of this point, see Williams (1905) 1974.

When one volume of a multivolume work is cited, the volume number is indicated after the date, following a comma.

(Koufax 1973, 1:223)

To cite an unnumbered note, the abbreviation n or nn follows the page number without an intervening space. With numbered notes, the note number or numbers follow the abbreviation without intervening period or space (CMS 14.157).

(Javitch 2010: 385n; Adams 2009: 5n10, 8nn20–21)
Personal communications, such as telephone conversations, email messages, and nonarchived letters, are identified as “pers. comm.” and dated in the text but are not included in the reference list.

Wilson (pers. comm., March 13, 2007) proved the hypothesis false.

When “emphasis added,” “my translation,” and the like are used, they appear after the parenthetical citation, separated with a semicolon:

He says, “Marcus Aurelius was one of the greatest men who ever lived” (Brodsky 1990: 257; emphasis added). [Emphasis in quoted material is assumed to match the original source unless otherwise stated; omit notes such as “emphasis in original.”]

If the parenthetical citation appears midsentence, “emphasis added” and the like should come after the quotation:

According to Brodsky (1990: 257), “Marcus Aurelius was one of the greatest men who ever lived” (emphasis added).

Citing Works Whose Authors Have Changed Names
Sometimes, a cited author’s affirmed name differs from the name on the work cited. In these cases, use the author’s affirmed name when discussing their published work in the text of an article or book. We also recommend using the affirmed name in citations:

Text/note discussion As {Affirmed name} wrote, “Quote from cited author.”

However, if it is known that a cited author would like citations to their work to use the name on the publication, use the published name in the citation instead:

Text/note discussion As {Affirmed name} wrote, “Quote from cited author.”

In cases where the author deems it appropriate to include both names in a reference list item, we recommend listing the affirmed name first, followed in brackets by the name under which the work was originally published: