

Journal of Modern Greek Studies

Guidelines for Authors

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This guide contains (I) General Information for Contributors (pp. 1–4), (II) Sample Format for Final Submission of Accepted Articles (pp. 5–7), (III) Checklist for Final Submissions (pp. 8–9), (IV) Detailed Guidelines for Contributors (i.e., the JMGS style guide, pp. 10–32), and (V) Guidelines for Book Reviews (pp. 33). Please prepare submissions in accordance with these instructions.

I. General Information for Contributors

Submissions

JMGS welcomes original manuscripts presenting research and critical analysis on all aspects of Modern Greek Studies. Submissions must be in English, but quotations and terms in other languages (especially Greek) are permitted when they will advance the argument of the manuscript.

The typical length for a manuscript is between 6,000 and 9,000 words, including endnotes (NB: JMGS uses endnotes, not footnotes) but excluding references (i.e., end bibliography). Manuscripts over 9,000 words, including notes but excluding references, will normally *not* be considered.

JMGS only accepts submission of original articles that have not been previously published. Authors should not submit an article elsewhere while that article is under review for JMGS.

An article for JMGS should contain most if not all of the following:

- a demonstrated competence in the specific field of study;
- an approach that illuminates the subject explored;
- a unique contribution that is clearly articulated and demonstrated through coherent argument;
- close analysis of the subject under discussion, bringing to light aspects of the subject not immediately discernible on a cursory or uninformed perusal;
- an appropriate contextualization of the author's contribution with regard to relevant existing literature on the topic under investigation; and
- reference to—and, preferably active engagement with—the most prominent theoretical elaborations of the topic(s) being explored.

Manuscripts submitted for consideration must:

- be in Microsoft Word

- be typed in 12-pt font;
- be double-spaced throughout (including Notes and References Cited);
- be accompanied by an abstract of roughly 150 words;
- use endnotes;
- include a bibliography of References Cited; and
- have consecutive page numbers.

Manuscripts must be submitted via the online submission platform:

<https://mc.manuscriptcentral.com/jmgs>.

All manuscripts should follow the guidelines for scholarly writing set forth in this style sheet, which adheres to the *Chicago Manual of Style (CMS)* with some modifications specific to JMGS.

Tables, charts, and illustrations should be submitted separately from the article text, but their approximate placement should be noted in the text. If the manuscript is accepted for publication, copies suitable for printing will be required. All such material should be accompanied by captions, as well as sources and acknowledgments where appropriate. *It is the author's responsibility to secure and document all permissions.*

For inquiries and other correspondence please use the following addresses:

- Professor Johanna Hanink, Editor, Arts & Humanities: johanna_hanink@brown.edu
- Professor Antonis Ellinas, Editor, Social Sciences: aellinas@ucy.ac.cy

Authors should inform the editors of any changes in their contact information after submission of a manuscript.

Evaluation of Submissions

All manuscripts will be peer reviewed. The editors, however, may reject outright any submission not meeting JMGS's standards or falling outside of JMGS's interests and areas of coverage.

Acceptance rates have typically been 30–40% of articles submitted. Papers are evaluated by at least two, and sometimes three, experts in the relevant field(s), in addition to evaluation by our editors. We use a doubly anonymous review system, meaning that the identities of the referees are not revealed to the author, and papers are forwarded to the referees without any identification of authorship. Please **do not include any personally identifying information** (name, university affiliation) in the manuscript of your initial submission.

The review process normally takes between two and four months. However, because of the complexity of the peer review process and the editors' lack of complete control, delays are sometimes unavoidable. The editors will keep authors informed of anticipated delays. After four months, the editors will welcome judicious inquiries from authors regarding the status of their submissions.

Responses to Submissions and the Revision Process

After submissions have been evaluated, authors will receive a message from the editors conveying the editorial decision and including the peer reviews. JMGS uses a range of evaluative categories. The usual categories include “acceptance,” “conditional acceptance with revisions requested,” “revise and resubmit,” and “reject.” Unconditional acceptance is rare.

Conditionally accepted articles will eventually be published in the journal, provided that the author responds earnestly to the suggestions and critiques offered by the peer reviewers and journal editors. Articles met with a request to “revise and resubmit” require more substantive changes (which means less certainty as to outcome), but authors should recognize that the editors’ use of the category indicates strong interest in some aspects of the submitted work. In all cases, the editors will specify the nature and extent of the recommended revisions. Submissions resubmitted following a “revise and resubmit” decision will be sent out again to at least one referee (if possible, one of the original referees) for further evaluation.

If a paper is rejected outright, it cannot be resubmitted.

Accepted Articles

When an editor notifies the author that an article has been accepted, the author will be given clear indication as to the timing of publication and any final revisions required. The editor may cancel the agreement for publication if the author fails to carry out the agreed-upon revisions by a specified date. Similarly, the author may withdraw the manuscript if the journal fails to publish it by the indicated date. The author bears responsibility for citation management, meaning that it is the author’s responsibility to provide full and accurate citations in the appropriate format, to ensure that all citations are matched with an entry in the reference bibliography, and that all entries in the bibliography are accurate and correspond to a citation or citations in the text of the article.

Publishing Agreement and Copyright

When both parties agree that the article will be published by JMGS, the author will be asked to sign a Publishing Agreement to sign that assigns the article’s copyright to the journal. This is necessary for protection against copyright abuses and is a condition of publication. Authors retain the right to use their own material in subsequent works.

After signing the Publishing Agreement, the author may not withdraw a manuscript or publish parts of it elsewhere without written permission from the publisher. The editors have an obligation to publish the article unless the author fails to deliver the final manuscript with careful attention to citation management and the revision plan within the allotted time.

Copyediting and Proofs

After a submission is accepted and final revisions are made by the author, the manuscript will be copyedited by JMGS editorial staff. Authors will then have the opportunity to inspect

copyediting changes and make any last alterations or additions to the manuscript before the manuscript is sent to The Johns Hopkins University Press (JHUP) for typesetting. Once JHUP has assembled the journal, it will send copies of the proofs to authors for proofreading. At this stage, the only permitted corrections are to errors introduced in the process of typesetting.

Proof corrections (indicated by page, paragraph, and line) must be emailed promptly to the editors (not JHUP) and to the JMGSContact@gmail.com address.

Articles whose proofs are not returned by the date requested will be printed as they stand.

Photographs, Drawings, and Charts

If a manuscript is accepted, authors must submit publishable copies of all artwork, drawings, charts, and photographs. Photographs must be of good quality (ideally, 300 dpi/ppi); a good size is 4" x 6", but 3" x 5" and 8" x 10" are also acceptable. Digitized materials are strongly encouraged whenever possible.

Permissions

Authors are responsible for obtaining permissions for the use of images—particularly reproductions of works of art and photographs taken by someone other than the author—and of all quotations from copyrighted or previously unpublished material. Permission must also be obtained for translations of original works protected by copyright. JMGS will provide a sample permission form, if requested.

Offprints

Offprints may be ordered in batches of 25. An order form and price list will be enclosed with the proofs. Contributors who are neither members of the MGSA nor independent subscribers to the journal may also order issues of the journal at this time.

II. Sample Format for Final Submission of Accepted Articles

(see also IV.B., “Article Structure” for more details)

Title in Boldface
Your name italicized

Abstract

Begin with a 150-word abstract of your manuscript, double-spaced, italicized, with extra-large margins on both sides, as shown. Words that would normally be italicized, such as transliterated Greek words, are in this context typed without italicizing, e.g., pallikári.

If you have an epigraph, it should be indented thus. The same applies to epigraphs if they follow a first-level heading (see below).

—The author’s name should appear after an em-dash, *followed by the title of the work in italics*

Next comes the main text of your manuscript. The first paragraph should be flush left, as should all paragraphs that immediately follow headings.

All other paragraphs, however, should begin with an indentation of the first line.

All references within the text are included in parentheses, e.g., Forster revised Valassopoulos’s versions with the help of T. E. Lawrence (Pinchin 1977, 108). He concluded that “a large book is evil” (Forster 1929, 18).

A first-level heading looks like this

Major sections of your manuscript should be marked by headings like the one just given. The first paragraph following the heading should be flush left.

Subsequent paragraphs, however, should have the first line indented.

A second-level heading (subheading) looks like this. Subsections should be marked by subheadings like the one just given. These subheadings are flush left and punctuated with a period. The first paragraph after the subheading begins immediately, on the same line.

Once again, the first lines of subsequent paragraphs should be indented.

YOUR ACADEMIC AFFILIATION GOES HERE

NOTES

Acknowledgments. They come here, if you have any. Do not number the acknowledgments as note number 1.

¹Endnotes should appear at the end of the main text, preceding the References Cited; please be sure to add a section break before References Cited. Endnotes may be used for discursive commentary and further citations (especially those that do not fit conveniently into parentheses in the article text), but should not include parts of the argument that would be better placed in the article. For more detail on endnotes, see IV.B.5, “Notes,” below.

REFERENCES CITED

- Anagnostou, Yiorgos. 2009. *Contours of White Ethnicity: Popular Ethnography and the Making of Usable Pasts in Greek America*. Athens, OH: Ohio University Press.
- Giannakopoulou, Georgia. 2011. "The Crisis in Modern Athens and the Redefinition of the Past." *Encephalos* 48 (3): 62–68.
- . 2013. «Υπό τις ‘σκιές των προγόνων’» [Under the “shadows of the ancestors”]. In *Αθηναϊκό Ημερολόγιο 2014* [Athenian Almanac 2014], edited by Stratis G. Philippotis (Στρατής Γ. Φιλippότης), 159–174. Athens: Philippotes.
- Maddox, Richard. 1997. "Bombs, Bikinis, and the Popes of Rock ‘n’ Roll: Reflections on Resistance, the Play of Subordinations, and Liberalism in Andalusia and Academia, 1983–1995." In *Culture, Power, Place: Explorations in Critical Anthropology*, edited by Akhil Gupta and James Ferguson, 275–290. Durham, NC: Duke University Press.

III. Checklist for Final Submissions

Formatting

- 12-point font throughout
- Double-spaced throughout
- No additional space before or after paragraphs
- No hyperlinks embedded in document (remove links, color, and underlining from URL addresses)
- Oxford (or serial) comma used throughout
- Final commas and periods placed *within* closing quotation marks (American usage)
- En-dashes (–) used for number ranges (OPTION-hyphen for Apple platforms; CTRL-minus for Windows)
- Sequential page numbers at bottom of page

Abstract

- Avoid describing what the article does or says (e.g., “This article will argue...”); instead, simply provide a summary of the article’s contents

Main Body of Article

- All citations correctly formatted
- Lists of citations within a single set of parentheses organized either chronologically or alphabetically (this should be consistent throughout the article)
- For quotations in English, please use double quotation marks (“”) with single quotation marks (‘’) for quotations within quotations
- For quotations in Modern Greek, please use guillemets (« »), with single quotation marks (‘’) for quotations within quotations

Notes

- Acknowledgments placed first within Notes but *not* numbered
- All endnote numbers sequential and match references in the main body of the article
- Each endnote indented on the first line, otherwise left-justified
- No endnotes separator or endnotes continuation separator lines (see IV.B.5, below)
- Separated by a section break from References Cited

References Cited

- Alphabetized according to the Roman alphabet
- Complete and accurate information for all entries
- English translations in brackets for *all* non-English titles
- Greek authors'/ editors' names given first in English transliteration and then, in parentheses, in the original Greek
- For titles in Modern Greek, please use guillemets (« ») instead of double quotation marks (“ ”), with single quotation marks (‘ ’) for quotations within the titles
- All non-English-language titles (except newspapers and periodicals) translated in brackets
- For sources consulted online, provide URL (*without* embedded link) or doi (doi preferred, if available). If a URL is given, please also provide the date the URL was accessed
- There should be an entry in the References Cited for every citation in the text, and every entry in the References Cited corresponds to at least one citation in the text
- Dates used in References Cited match those used in citations

Book Reviews

- No Notes section should appear in book reviews, but a References Cited section should be provided if the review contains citations for books other than the one under review.

IV. Detailed Guidelines for Contributors

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A. Formatting

A1. Typography (Italics and Spacing)

12-point Times New Roman font should be used throughout.

In general, use *italics* for emphasis or to otherwise distinguish some parts of the text. (*Within italics, use roman for emphasis or other distinctions.*) Do not use boldface, underlining, or capitalization for emphasis. In some cases, however, it may be desirable to use quotation marks to distinguish particular words and phrases even when these are not quotations (see A4e, “Quotation Marks,” below).

Italicize all isolated foreign words and phrases (except for proper nouns) not appearing in Merriam-Webster (11th edition), **except for words in Greek or other non-Roman alphabets and/or when the words are part of a quotation.** Italicize such words and phrases **ONLY** at their first mention in an article; subsequent occurrences should be in roman type.

Italics should also be used for Greek words the first time they are transliterated (e.g., *palikaria*).

Titles of books, periodicals, and films should also appear in italics.

Do not italicize “et al.” or similar abbreviations.

Use nonbreaking spaces (keyboard shortcut: CTRL+SHIFT+SPACE) to separate two initial letters in a name, but leave no spaces between three or more initials (e.g., *C. S. Lewis* but *J.R.R. Tolkien*).

A2. Spelling and Abbreviations

Use American spelling, not British (except where a British text is being quoted) For example, *honor* (not *honour*), *civilize* (not *civilise*), *traveling* (not *travelling*), *spelled* (not *spelt*), *among* (not *amongst*), etc. You may choose to use *towards* or *toward* but please make sure the usage is consistent throughout the article.

Outside parentheses, avoid abbreviations whenever possible. Thus, replace *etc.* with *and so on*; *i.e.* with *that is*, and *e.g.* with *for example*. (Of course, other substitutions are acceptable, according to your judgment.)

A3. Capitalization

Capitalization should be used for proper nouns, but otherwise sparingly. JMGS prefers *the prime minister of Greece*, *the emperor of Byzantium*, etc., but *Prime Minister Venizelos*, *Emperor Constantine*. Capitalize *East*, *West*, *Eastern*, and *Western* in usages such as: *Greece has long been a mediator between East and West and especially between Eastern and Western philosophy.*

Capitalize *Modern Greek Studies*, *Modern Greek Program*, and *Modern Greek Studies Symposium* (contrary to CMS) but do not capitalize *gender studies*, *classical studies*, etc. (following CMS). Do not capitalize the word *modern* when referring to the language *modern Greek* or to *modern Greece* (i.e., the country of Greece as it exists today).

Capitalize *Occidentalize* and *Orientalize* when these refer to a theoretical understanding of a historical process. Always capitalize *Panhellenism*, *Hellenism*, and *Hellenic*. *Neohellenic* and *philhellenic* may or may not be capitalized, but there should be consistency throughout the article.

Capitalize *Other* and *Otherness* when referring to philosophical concepts.

Capitalize *Communist* when it is the name of a party but not as a simple adjective. Do not capitalize it when it is used as a simple adjective. Thus, *the communist poet Michalis* but *Michalis the Communist*). In general, political affiliations not represented by a specific party should be lowercased: *anarchists*, *independents*. A political party or coalition may be referred to as *the Opposition* (capitalized) but as an adjective the word should be lowercased: *despite opposition protests* (CMS 8.67).

Capitalize *Left* and *Right* when used as nouns for broad political tendencies. Thus: *the radical Left*, *the extreme Right* but *the left wing*, *right-wing activists*, etc. The word *far* may be capitalized in the phrases *the Far Left* and *the Far Right* (CMS 8.67) but, once again, these phrases should not be capitalized when used as adjectives: *far-left political sympathies*.

In titles of English-language works, all principal words should be capitalized (headline-style capitalization: normally, “principal words” includes all words other than prepositions and articles, except where this produces odd results).

In other languages, including Greek, capitalize only the first word of titles (and subtitles) and any proper nouns that follow (sentence-style capitalization) except in the names of newspapers and other periodicals and films and other new media (video games, web sites, etc.). In these latter cases, all principal words should be capitalized: *Νέα Γράμματα*, *Ημερολόγιο Καταστώματος*, etc.

A4. Punctuation

A4a. Hyphenation

In general, compound words in English are not hyphenated (*online*, not *on-line*). For specific guidance, follow CMS 7.89 or consult the Merriam-Webster Dictionary.

Prefixes should not be separated by hyphens unless the hyphen is necessary to prevent visual or conceptual confusion: e.g., *prewar*, *preeminent*, and *coauthor*, but *anti-intellectual* and *co-editor* (to avoid visual confusion) as well as *re-cover* and *re-creation* (if these are to be distinguished from *recover* and *recreation*).

Hyphenate most two-word attributive adjectives unless the attributive adjective is also a commonly used noun. Thus, *star-spangled banner*, *low-rent district*, and *much-needed advice* but *middle class values*, *word processor files*, and *street corner conversations*. The same applies to attributive adjectives of more than two words.

Never use a hyphen in a compound adjective formed with an adverb ending in -ly. For example, do not hyphenate the first two words in *largely irrelevant study* or *previously issued directives*.

Never hyphenate adjectives derived from foreign phrases unless the term is hyphenated in the original language: e.g., *petit bourgeois sensibility* but *soi-disant rebel*.

Never hyphenate Greek words whether they are transliterated or in Greek type. The rules for Greek hyphenation are different from those for English, which means that the compositor is likely to hyphenate Greek words incorrectly.

A4b. Dashes

Use an en-dash (– ; as wide as an “en”) for number ranges including page ranges, date ranges, score ranges, etc. (Keyboard shortcuts: Apple users hold OPTION and type a hyphen; Windows users with a keyboard that includes a number pad hold CTRL and type a minus sign.)

Use an em-dash (— ; as wide as an “em”) as a stand-in for a comma or parenthesis or to otherwise to separate part of a sentence. No space precedes or follows an em-dash. For example: *The twenty-first century—young as it is—has been witness to several important technological innovations.* (Keyboard shortcuts: Apple users type a hyphen while holding SHIFT and OPTION; Windows users with a keyboard that includes a number pad type a minus sign while holding CTRL and SHIFT.)

A4c. Apostrophes (Possessives)

Singular possessives are normally indicated by 's (*Jones 's shoes*), plural possessives by the apostrophe only (*the boys ' shoes*).

Contrary to CMS, JMGS follows the traditional exception to the foregoing rule for classical proper names of two or more syllables that end in an -eez sound. Such names form the possessive with the apostrophe only since usually no additional s sound is added when these names are said aloud in English: *Euripides ' tragedies*, *Xerxes ' armies*. (Note that this rule generally does NOT apply to modern Greek names: *Voulpiotis 's business dealings*, *Seferis 's poetry*.)

An s after the apostrophe may also be dropped in other possessives where only one s is pronounced—for example, in the case of French names (and other words) that end with a silent s: *Descartes ' three dreams*, *the marquis ' mother*, *Albert Camus ' novels*.

When the singular form of a noun ending in *-s* is the same as the plural (i.e., the plural is uninflected), the possessives of both are formed by the addition of an apostrophe only. If ambiguity threatens, use a phrase involving *of* to avoid the possessive.

politics' true meaning
economics' forerunners
this species' first record (*or, better*, the first record of this species)

The same rule applies when the last element in the name of a place, organization, or publication is a plural form ending in *-s* (even though the entity as a whole is singular).

the United States' role in international law
Athens' subway system
the National Academy of Sciences' new policy

For the use of apostrophes in the names of decades, see “Numbers and Dates,” below.

A4d. Commas

JMGS uses the Oxford or serial comma—in other words, a comma appears before *all* elements in a series: *klephts, armatoli, and bandits* as opposed to *klephts, armatoli and bandits*.

No commas should be placed around *Jr.* at the end of a name: *Robert Downey Jr.*

See “Numbers and Dates,” below, for the use of commas within numerals.

A4e. Quotation Marks

JMGS uses American-style quotation marks, with double quotation marks (“ ”) used everywhere except for quotation marks within quotation marks, when single quotation marks are used (‘ ’). BUT: Guillemets (« ») are used for Greek quotations (and some titles), with single quotation marks (‘ ’) used internally.

JMGS discourages the use of apologetic or scare quotation marks which indicate a term used in a nonstandard or ironic or other special sense. CMS prefers using *so-called* before the term in question. Note that *so-called* and quotation marks are never used together to mark special usage of the same word.

When a word or term is used only as a signifier and not to refer to something outside itself, it is normally either italicized or enclosed in quotation marks. Proper nouns used only as signifiers, on the other hand, are usually set in roman without quotation marks.

What is meant by *neurobotics*?
The term “critical mass” is more often used metaphorically than literally.
In September 1776, the name United States formally replaced United Colonies as the designation for the new nation.

Although italics are the traditional choice for words used in a non-referential sense, quotation marks may be more appropriate in certain contexts. In the first example below, italics set off the foreign terms, and quotation marks are used for the English. In the second example, quotation marks help to convey the idea of speech.

The Spanish verbs *ser* and *estar* are both rendered by “to be.”
Many people say “I” even when “me” would be more correct.

For further rules concerning the use of quotation marks in quotations and titles of works, see the appropriate sections in IV.C, “Quotations, Citations, and Bibliography,” below.

A4f. Ellipses

Use ellipses—three dots separated by nonbreaking spaces (. . .) to indicate omitted text within quotations. (The keyboard shortcut for a nonbreaking space is CTRL-SHIFT-SPACE.) **If a period appears somewhere in the omitted text, use four dots separated by nonbreaking spaces (. . . .).** Do not place brackets around ellipses.

The first word after an ellipsis is capitalized if, grammatically, it begins a new sentence, even if it was not capitalized (and did not begin a new sentence) in the original text. Do not use an ellipsis before the first word of a quotation, even if the beginning of the original has been omitted.

What follows is a passage from Emerson’s essay “Politics” and an abridgment of that passage using ellipses. The original:

The spirit of our American radicalism is destructive and aimless: it is not loving; it has no ulterior and divine ends; but is destructive only out of hatred and selfishness. On the other side, the conservative party, composed of the most moderate, able, and cultivated part of the population, is timid, and merely defensive of property. It vindicates no right, it aspires to no real good, it brands no crime, it proposes no generous policy, it does not build, nor write, nor cherish the arts, nor foster religion, nor establish schools, nor encourage science, nor emancipate the slave, nor befriend the poor, or the Indian, or the immigrant. From neither party, when in power, has the world any benefit to expect in science, art, or humanity, at all commensurate with the resources of the nation.

The abridgment:

The spirit of our American radicalism is destructive and aimless On the other side, the conservative party . . . is timid, and merely defensive of property It does not build, nor write, nor cherish the arts, nor foster religion, nor establish schools.

Another use for ellipses is to indicate that a sentence within a quotation trails off, unfinished. This type of terminal ellipsis always consists of three dots, rather than four, with no spaces between them and no space between the last dot and the closing quotation marks, if any: “*We thought the doors were locked, but as it turned out...*”

A4g. Parentheses and Square Brackets

In the text of articles, translations of foreign-language titles should be in parentheses. In the Notes and References Cited sections of articles, and also in the headings for book reviews, such translations should be in square brackets.

A5. Numbers and Dates

Spell out the numbers one through ten. Use numerals for these numbers if they are part of an enumeration that contains a number larger than ten—e.g., *67 infants, 14 children, and 5 adults*—or if they appear in a mathematical or statistical expression such as *a frequency of 1 in 18*.

For numbers larger than ten, CMS prefers approximate numbers to be spelled out, as in *about sixty people* or *not more than two hundred years ago*. But where approximate and exact numbers appear together and refer to the same things, all numbers should be expressed in numerals.

According to the port records, 33 ships arrived in June, more than 40 in July, and approximately 50 in May.

At the beginning of a sentence, any number that would ordinarily be expressed with numerals is spelled out instead regardless of any inconsistency that this may create. If this seems undesirable, the sentence should be recast so that it does not begin with a number. For instance, a sentence beginning *500 migrants arrived on Greece's shores last month...* should be changed to *Five hundred migrants arrived...* or recast as *Last month, 500 migrants arrived...*

Do not drop digits in inclusive number ranges: *pages 174–177*, not *pages 174–77*. Similarly, when a span of years is given, retain all digits even if the beginning and ending years fall within a single century: *1955–1962*. Note that this is contrary to CMS.

Except for years and page numbers, use a comma after the thousands digit in four-digit numbers: *4,123*.

Use numerals and the percent symbol for percentages: *23%*.

Dates

Outside quotations, always use the date style *1 January 1996* (not only in the text proper and endnotes but also in the References Cited). Exceptions should be made in such phrases as *4th of August Regime* or *Anthem of the 21st of April*.

Do not use apostrophes in the names of decades unless part of the name of the decade has been omitted. Do not spell out the names of decades. Thus *the 1940s* or *the '40s* but not *the 1940's* or *the forties*.

Do spell out the names of centuries: *twentieth century* (noun) and *twentieth-century* (adjective).

B. Article Structure

B1. List of Elements

(see also Section II, above)

Title of Article (boldface, headline style capitalization, centered)

Author Name (in italics and centered immediately below title)

Abstract (heading with initial capitalization only, centered, with line spaces before and after)

The abstract itself is in italics and indented on both sides (see B2., “Abstract,” below)

First-level headings (italics, sentence-style capitalization, placed on their own line, flush left, no period, line spaces before and after)

Second-level headings (italics, sentence-style capitalization, preceding line space, flush left, ending with a period and with text immediately following on the same line)

ACADEMIC AFFILIATION follows the text after a line space, flush right, all caps

NOTES (heading in all caps, centered, with preceding but no following line space)

Acknowledgments (heading italicized and ending with a period, with text immediately following on the same line) appear as the first items in the NOTES section, to be followed by the numbered endnotes.

REFERENCES CITED (heading in all caps, centered, with preceding but no following line space) Subsections (if any) have headings with all caps, left justified, with line spaces preceding but not following.

B2. Abstract

JMGS requires that an italicized abstract of about 150 words should precede each article. The abstract should come after the title and under a centered heading (see Section II or III.B1, “List of Elements,” above. **The abstract should summarize the article’s contents, not describe them. Please avoid all self-referential language like “This article argues...” or “We adopt this theoretical framework in order to...”** Instead, simply state the argument or justification for a particular theoretical approach.

If you are unfamiliar with writing abstracts, a good way to prepare your abstract is to read over your article, making brief notes of its major points as you encounter them. Then, using only these notes, write a rough draft of the abstract without referring to your article (unless you need to verify some fact). Finally, count the number of words in the rough draft and prepare a corrected version by making any alterations needed to clarify the abstract’s logic, remove excess material, and reduce the abstract with roughly 150 words.

B3. Text Proper (Headings and Indentation)

JMGS does not use numbered sections to organize the text of an article, but we encourage authors to use headings and subheadings. A first-level heading follows a skipped line, is italicized, uses sentence style capitalization (i.e., only the first word and any subsequent proper nouns are capitalized), has no punctuation at the end, and is followed by another skipped line. The following text begins flush left (i.e., without paragraph indentation), but all subsequent paragraphs are indented.

A first-level heading looks like this

The text that follows begins like this, after a skipped line, and flush left.

A second-level heading (subheading) has the same capitalization and formatting as a first-level heading but ends with a period. The following text begins immediately after the period. All subsequent paragraphs are indented.

A second-level heading (subheading) looks like this. The following text begins immediately after the subheading.

Usually, an “Introduction” heading is superfluous, since whatever comes at the beginning your article (before the first first-level heading) will constitute the introduction.

B4. Tables and Figures

Tables should be numbered consecutively with Arabic numerals, e.g., “Table 1,” “Table 2,” and so forth. Descriptions and citations for tables should appear in the caption for each table.

Images such as drawings, charts, maps, diagrams, photographs, etc. are called figures and should be numbered consecutively with Arabic numerals: “Figure 1,” “Figure 2,” etc. Descriptions and citations for figures should appear in the caption for each figure.

Figures should be submitted separately from the text of the article, ideally as labeled digital images (e.g., “Figure 1.jpg”), and the captions for those figures should be submitted in a separate Word document. Placement of the figures within the text should be indicated by bracketed references (e.g. “[TABLE 1]”) separated by line spacing from the surrounding material.

B5. Notes

Notes present material that cannot be conveniently presented in the text itself but that will nevertheless be helpful to the reader. JMGS uses endnotes, not footnotes. Since JMGS also requires parenthetical citations within the text, the endnotes should not be employed to cite a reference unless some additional explanation or discussion is included or unless a parenthetical in-text citation would be unwieldy (as is the case with some primary sources, particularly archival material and unattributed newspaper articles).

Notes come at the end of the text proper, just after the author’s academic affiliation. Begin your section of notes with the title NOTES capitalized and centered. The notes themselves should each start with a superscript number corresponding to the same superscript number in the text itself, followed by a space. Each note should be indented to form a new paragraph and should be typed double-spaced. All notes should be formatted as MS Word endnotes. Endnotes can be created in Word by using References-Insert Endnote After the last endnote, a section break should precede the References Cited (bibliography).

Please do not include an endnotes separator line (or endnotes continuation separator lines) in the document. If an endnotes separator line appears in your document (often it will be

repeated at the top of a series of pages) you can remove it in Word by going into Draft View and then selecting Show Notes in the References tab; then, in the Endnotes pane, select Endnotes Separator and Endnotes Continuation Separator, deleting the lines that appear there.

No notes should be included in book reviews.

If you wish to include acknowledgments, make them the first paragraph of the Notes, starting with the word Acknowledgments italicized and followed by a period. The acknowledgments are *not* numbered as note number 1. It is customary to thank the anonymous reviewers of your article.

B6. References Cited

The final section of the article is the References Cited, which provides full bibliographic information for citations listed only by author and date in the text and endnotes. Entries in the references cited should be alphabetized according to the *Roman* alphabet. There should be an entry in the References Cited corresponding to every author-date citation in the text and endnotes, and no entries should appear in the References Cited without the existence of at least one corresponding citation. The names and dates used for citations in the text and Notes should match those in the References Cited.

See IV.C3, “Bibliography,” below for details on formatting of individual entries and the References Cited section in general.

C. Quotations, Citations, and Bibliography

C1. Quotations

Use American-style double quotation marks (“ ”) for quotations from languages other than Greek, with single quotation marks (‘ ’) used only for quotations within quotations. For Greek, use guillemets (« ») for quotations, with single quotation marks (‘ ’) for quotations within quotations.

Place all commas and periods inside the concluding quotation marks (e.g., “eternity,” “time.”).

Quotations over four or five typed lines in length should be set as an indented block quote, separated above and below by line spaces. Like the rest of the text, block quotes should be typed double-spaced. Block quotes should not have quotation marks. Text after a block quotation is flush left if it continues the previous paragraph, indented if it begins a new paragraph.

Text in square brackets may be inserted to clarify or replace some part of a quotation. For other aspects of omitted text within quotations, and for capitalization within quotations with omitted text, see IV.A4f, “Ellipses,” above.

If quoted text contains an error in spelling, grammar, usage, or content, *sic* may be inserted in square brackets immediately after the error. This device should be used only where it is important to call attention to the error, or where readers might otherwise assume the mistake is in the transcription rather than the original. In general, it is preferable to gloss over errors through paraphrase or by correcting the quoted text with replacements or supplements in square brackets.

Except for modifications explicitly authorized by this style guide—replacement of text by ellipses, appropriate changes in capitalization, and the replacement or supplementing of material through additions in square brackets—text should be quoted as it appears in the original publication. Do not change quoted text to meet JMGS or CMS specifications.

If italics appear within a quotation, it is often best to note whether or not the emphasis is part of the original quotation or whether it has been inserted by the author of the article in which the quotation appears. This can be done in parentheses immediately after the quotation, often along with the citation for the quoted text:

Walters contended that Hellenism is best characterized as “a *European* phenomenon” (1997, 145; emphasis mine).
This is what Karavidis (2018, 12) has called “the *regressive* tendency in twenty-first century thought” (emphasis in the original).

Quotations from Poetry

When two or more lines of poetry are run into the text (as opposed to being presented as a block quote), the lines are separated by a slash, with one space on either side (CMS 13.29).

Andrew Marvell’s praise of John Milton, “Thou has not missed one thought that could be fit, / And all that was improper does omit” (“On Paradise Lost”), might well serve as our motto.

Two slashes are used to separate stanzas, but **a poetic quotation that spans more than one stanza should be presented as a block quotation if at all possible** (for details of formatting, see CMS 2.20 and 13.25–27). **In this case, the word VERSE should appear in the left-hand margin to instruct the typesetter to print the text line-by-line.**

C2. Citations

Author-date citations should appear in parentheses, with page numbers provided after a comma when appropriate. Page numbers should always be provided when a direct quotation from the work is used. If an entire work is devoted to a topic, no page numbers need be given. When more than one citation appears within the same set of parentheses, the citations should be separated by semicolons. The order of these citations may be either chronological or alphabetical, but the same rule should be followed consistently throughout the article.

Recent literature has examined long-run price drifts following initial public offerings (Ritter 1991; Loughran and Ritter 1995), stock splits (Ikenberry, Rankine, and Stice 1996), seasoned equity offerings (Loughran and Ritter 1995), and equity repurchases (Ikenberry, Lakonishok, and Vermaelen 1995).

Author-date citations are usually placed just before a mark of punctuation (CMS 15.25), as in the previous example. At the end of block quotations, citations are placed after the final period or ellipsis, with no subsequent punctuation after the citation (CMS 15.26).

If you happen to be fishing, and you get a strike, and whatever it is starts off with the preliminaries of a vigorous fight; and by and by, looking down over the side through the glassy water, you see a rosy golden gleam, the mere specter of a fish, shining below in the clear depths; and when you look again a sort of glory of golden light flashes and dazzles as it circles nearer beneath and around and under the boat; . . . and you land a slim and graceful and impossibly beautiful three-foot goldfish, whose fierce and vivid yellow is touched around the edges with a violent red—when all these things happen to you, fortunate but bewildered fisherman, then you may know you have been fishing in the Galapagos Islands and have taken a Golden Grouper. (Pinchot 1930, 123)

When the author’s name appears in the text, it need not be repeated in parenthetical citation. In this case, it may be desirable to place the relevant citation immediately after the author’s name, even if the author’s name is used in the possessive.

According to the data collected by Schonen et al. (2009), . . .
Lambrinidis’ (2001) survey of the historical background . . .

Although citation of a source normally follows a direct quotation, it may also precede the quotation—especially if such a placement allows the date to appear with the author’s name.

As Edward Tufte points out, “A graphical element may carry data information and also perform a design function usually left to non-data-ink” (2001, 139).

As Edward Tufte (2001, 139) points out, “A graphical element may carry data information and also perform a design function usually left to non-data-ink.”

Each author-date citation in the text must have a corresponding entry in the References Cited under the same name and date.

For works with more than one author, use the first author’s name followed by “et al.” (CMS 15.29). However, if the References Cited includes another work that would produce an identical citation, citations of these works should be distinguished, either by listing additional authors in the citations or by adding shortened versions of the works’ titles, italicized and separated by commas, to the citations.

(Schronen et al. 2009)

(Schronen, Baker, et al. 2009)
(Schronen, Brooks, et al. 2009)

(Garbi et al., *Descriptions*, 2002)
(Garbi et al., *Outline*, 2002)

For a work listed as “Forthcoming” in the References Cited, the in-text citation should read as in the following examples. If page numbers are available, they should be given as needed.

(Leontis, forthcoming)
(Leontis, forthcoming, 145–170)

For other special cases, including reprints of old books, unattributed newspaper articles, etc., see the following section, “Bibliography (References Cited).”

C3. Bibliography (References Cited)

All entries in the reference list must be cited in the text proper or Notes, and all partial citations in the text or Notes should have a complete entry in the References Cited.

All entries in References Cited should have hanging indentations after the first line.

Entries should be alphabetized according to the English alphabet. Consecutive entries by the same author are arranged in chronological order, beneath the author’s name. If there are two or more works by the same author from the same year, then use alphabetical order by title. Undated or forthcoming works come after all dated works by a particular author or authors.

C3a. Greek Authors and Editors

Greek authors and editors in the References Cited list should be listed by their names as transliterated into English, with the original Greek form of the name(s) given in parentheses after the transliteration in the first entry in which the name is used.

Tachtsis, Kostas (Ταχτσής, Κώστας). (1963) 1985. *Το τρίτο στεφάνι* [The third wedding wreath]. Athens: Hermes.
Vikelas, Dimitrios (Βικέλας, Δημήτριος). 1881. *Λουκής Λάρας* [Loukos Laras]. Athens: Parnassos. First published in Estía, 1879.

For two or more Greek-named authors, the names should preferably be combined into one set of parentheses:

Theotokas, George, and George Seferis (Θεοτοκάς, Γιώργος, και Γιώργος Σεφέρης). 1981. *Αλληλογραφία, 1930–1966* [Correspondence, 1930–1966]. Edited by Giorgos P. Savvidis (Γιώργος Π. Σαββίδης). Athens: Ermis.

Except for Greek authors, it is not necessary to provide transliterations of authors’ names from non-Roman alphabets.

C3b. Examples of Proper Formatting

Questions about how to format entries in the References Cited can usually be resolved by a perusal of the following examples. In very problematic cases, the author of an article is encouraged to consult CMS or to use his or her best judgment.

Works with one author or editor

In the examples below, Kimon Friar is identified as an editor.

Kornetis, Kostis. 2013. *Children of the Dictatorship: Student Resistance, Cultural Politics, and the "Long 1960s" in Greece*. New York: Berghahn Books.

Friar, Kimon, ed. 1982. *Modern Greek Poetry*. Athens: Efstathiadis.

Works with two or more authors or editors

If a work has more than one but fewer than four authors, the first author's name is inverted but the subsequent names are not. For four or more authors, "et al." should be used

Butterworth, Katharine, and Sara Schneider, eds. 1975. *Rebetika: Songs from the Old Greek Underworld*. New York: Komboloi.

Levitt, Steven D., and Stephen J. Dubner. 2005. *Freakonomics: A Rogue Economist Explores the Hidden Side of Everything*. New York: William Morrow.

Jacobs, Sue-Ellen, Wesley Thomas, and Sabine Lang, eds. 1997. *Two-Spirit People: Native American Gender Identity, Sexuality, and Spirituality*. Urbana: University of Illinois Press.

More than one work with the same author(s) or editor(s)

In this situation, the works should be listed chronologically, and after the first entry a three-em dash (———) should be used in place of the name(s).

Friedl, Ernestine. 1962. *Vasilika: A Village in Modern Greece*. New York: Holt and Rinehart.

———. 1975. *Women and Men: An Anthropologist's View*. New York: Waveland Press.

When two or more works by the same author(s) or editor(s) appear in the same year, the works should appear alphabetically by title and letters of the alphabet after the date should be used to differentiate them.

Smith, Jane. 1998a. *First Book*. New York: Publisher.

———. 1998b. *Second Book*. New York: Publisher.

Books with different author(s) and editor(s)

Bonnefoy, Yves. 1995. *New and Selected Poems*. Edited by John Naughton and Anthony Rudolf. Chicago: University of Chicago Press.

Books with different authors(s), editor(s), and translator(s)

Adorno, Theodor W., and Walter Benjamin. 1999. *The Complete Correspondence, 1928–1940*. Edited by Henri Lonitz. Translated by Nicholas Walker. Cambridge, MA: Harvard University Press.

Menchu, Rigoberta. 1999. *Crossing Borders*. Translated and edited by Ann Wright. New York: Verso.

Chapters in edited books

Alexiou, Margaret. 1982. "Diglossia in Greece." In *Standard Languages Spoken and Written*, edited by W. Haas, 156–192. Manchester: Manchester University Press.

Multivolume works

Carson, Clayborne, ed. 2014. *The Papers of Martin Luther King, Jr. Vol. 7, To Save the Soul of America, January 1961–August 1962*, edited by Tenisha Armstrong. Berkeley: University of California Press

OR

Armstrong, Tenisha, ed. 2014. *To Save the Soul of America, January 1961–August 1962. Vol. 7 of The Papers of Martin Luther King, Jr.*, edited by Clayborne Carson. Berkeley: University of California Press.

Rochester, Marilyn. 2004. *A Compendium of Mythology*. 2 vols. New York: Simon and Schuster.

Note that in the first pair of (alternative) examples above, the in-text citation will be assumed to reference the specific volume indicated. In the third example, it may be necessary for the in-text citation to indicate a volume as well as page numbers:

(Rochester 2004, 1:375–379)

Book in a Series

Fernández Prieto, Lourenzo, Juan Pan-Montojo, and Miguel Cabo. 2014. *Agriculture in the Age of Fascism. Rural History in Europe 13*. Turnhout: Brepols.

Journal articles

Lee, Jonathan Scott. 2011. "Iannis Xenakis and the Presocratic Foundations of a New Music." *Journal of Modern Greek Studies* 29 (1): 73–82.

Book Review

Chatziioannou, Maria Christina. 2010. Review of *The End of Ottoman Crete*, by Manos Perakis. *The Historical Review* 7: 357–360.

Journal articles consulted online

CMS and JMGS recommend the inclusion of a DOI or a URL, though the DOI is preferred

Novak, William J. 2008. "The Myth of the 'Weak' American State." *American Historical Review* 113: 752–772. doi:10.1086/ahr.113.3.752.

Master's thesis/PhD dissertations

Bakopoulos, Natalie. 2008. "Varieties of Failure." PhD diss., University of Michigan. ProQuest (recommended or supplied identification number).

Newspaper/magazine articles

Note that names of foreign newspapers and other periodicals, including Greek newspapers and periodicals, should be given in transliteration, with no translation needed.

Carey, Benedict. 2008. "For the Brain, Remembering is Like Reliving." *New York Times*, 4 September.
Accessed 4 February 2015. <http://www.nytimes.com/2008/09/05/science/05brain.html>.

Websites

To cite an undated/continuously updated online document in a reference list, use an access date rather than n.d. (no date). The access date should also be used in the text citation.

Evanston Public Library Board of Trustees. 2008. "Evanston Public Library Strategic Plan, 2000–2010: A Decade of Outreach." Evanston Public Library. Accessed 19 July.
<http://www.epl.org/library/strategic-plan-00.html>.

Presented papers

The sponsorship, location, and date of the meeting at which a talk was given or a paper presented follow the presentation's title. A paper included in the published proceedings of a meeting may be treated like a chapter in a book or, if the proceedings were published in a journal, as an article.

Teplin, Linda A., Gary M. McClelland, Karen M. Abram, and Jason J. Washburn. 2005. "Early Violent Death in Delinquent Youth: A Prospective Longitudinal Study." Paper presented at the Annual Meeting of the American Psychology-Law Society, La Jolla, CA, March.

Forthcoming publications

"Forthcoming" can stand in place of the date for books under contract with a publisher and already titled but for which the date of publication is not yet known. Books not under contract are treated as unpublished manuscripts.

Faraday, Carry. Forthcoming. "Protean Photography." In *Seven Trips beyond the Asteroid Belt*, edited by James Oring. Cape Canaveral, FL: Launch Press.

Unpublished works

Titles of all unpublished works appear in quotation marks. If the document was consulted online, include a URL or, for documents retrieved from a commercial database, give the name of the database and, in parentheses, any identification number supplied or recommended by the database.

Reprints / subsequent editions

For reprints or a newer editions of an old book, it is sometimes desirable to include the original date of publication, which is listed first, in parentheses. If the pagination of the original edition does not match that of the reprint, indicate the edition cited (CMS 15.138)

Austen, Jane. (1813) 2003. *Pride and Prejudice*. London: T. Egerton. Reprint, New York: Penguin Classics.
Darwin, Charles. (1859) 1964. *On the Origin of Species*. Facsimile of the first edition, with an introduction by Ernest Mayr. Cambridge, MA: Harvard University Press.
Maitland, Frederic W. (1898) 1998. *Roman Canon Law in the Church of England*. Reprint, Union, NJ: Lawbook Exchange.
Tachtsis, Kostas (Ταχτσής, Κώστας). (1963) 1985. *Το τρίτο στεφάνι* [The third wedding wreath]. Athens: Hermes.

For the in-text citations, the parentheses are rendered as square brackets (CMS 6.99).

(Austen [1813] 2003)
(Darwin [1859] 1964)
(Maitland [1898] 1998)

When the original date is less important to the discussion, use the date of the modern source. The date of original publication may be included at the end of the reference list entry but need not be.

Trollope, Anthony. 1977. *The Claverings*. With a new introduction by Norman Donaldson. New York: Dover. First published 1866–1867.
———. 1983. *He Knew He Was Right*. New York: Dover. First published 1869.
Vikelas, Dimitrios (Βικέλας, Δημήτριος). 1881. Λουκής Λάρας [Loukos Laras]. Athens: Parnassos. First published in Estía, 1879.

For more than one work by the same author, the first date determines placement in the reference list (CMS 15.17).

Maitland, Frederic W. (1898) 1998. *Roman Canon Law in the Church of England*. Reprint, Union, NJ: Lawbook Exchange.
———. (1909) 1926. *Equity, Also the Forms of Action at Common Law: Two Courses of Lectures*. Edited by A. H. Chaytor and W. J. Whittaker. Reprint, Cambridge: Cambridge University Press.

C3c. Problematic Cases: Primary Sources and Unattributed Material

Unattributed articles from newspapers or other periodicals should not be listed in the References Cited. Instead, complete citation information should be given in the Notes. The following example shows the information that should appear in an endnote.

¹¹“Prime Minister Expresses Dissatisfaction,” *I Kathimerini*, 3 May 2006. Accessed 12 November 2019.
<http://ikathimerini.url.com//2006/11/05/pmdiss.html>.

All citations of material from archives (collections of personal papers, et sim.) must be formatted consistently and should be detailed enough allow the interested readers to find the relevant material themselves. The Chicago Manual of Style provides further advice on how to construct such citations.

Citations for interviews, archival material, personal papers, et sim. should be given in the Notes rather than in parenthetical in-text citations. To simplify such citations, it may be convenient to divide the References Cited section into “Primary Sources” and “Secondary

Sources,” with the “Primary Sources” section used to provide the names of archives (or archival series) and indicate the abbreviations that will be used in the Notes, as in the following example. (Note that the primary sources should be listed in alphabetical order by their abbreviations.)

Aus. Amt. Türkei (Auswartiges Amt, Türkei [Foreign office, Turkey]). Berlin.
BOA (Başbakanlık Osmanlı Arşivi [Ottoman Archives of the Prime Minister’s Office]). Istanbul.
A.MTZ.SM (Mümtaze Kalemi Sisam [Office of Autonomous Provinces: Samos]).
DH.MKT (Dahliye Nezareti Mektubi Kalemi [Ministry of the Interior Correspondence]).
Y.A.HUS (Yıldız Sadaret Resmi Maruzat [Yıldız Palace Official Memoranda of the Grand Vizier]).
Y.MTV (Yıldız Mutenevvi Maruzat [Yıldız Palace Diverse Memoranda]).
Y.PRK.ASK (Yıldız Perakende Evrakı, Askeri Maruzat [Yıldız Palace Various Papers; Military Memoranda]).
PRO/FO (Public Records office of the United Kingdom/Foreign Office). Kew, London.
USDS (United States of America Department of State). Washington, DC.

C3d. Foreign Languages in the References Cited

In general, titles in foreign languages that use non-Roman alphabets should be given in transliteration. Greek-language titles, however, should be given in the original.

Names of publishers et sim. should always be transliterated from non-Roman alphabets, even for Greek.

For *all* titles in foreign languages—including books, articles, presented papers, and the names of archival sources—a translation of the title should be provided. (The sole exception is the names of newspapers and other periodicals, which should be transliterated into the Roman alphabet if necessary but need not be translated into English.) If the original title is given in the References Cited, the translation should appear in square brackets following the original title, capitalized sentence-style without italics or quotation marks.

Pirumova, Natalia Mikhailovna. 1977. *Zemskoe liberal’noe dvizhenie: Sotsial’nye korni i evoliutsiia do nachala XX veka* [The zemstvo liberal movement: Its social roots and evolution to the beginning of the twentieth century]. Moscow: Izdatel’stvo “Nauka.”

Alternatively, the title may be given only in translation, with the original language specified in square brackets. Note that this should NOT be done for publications in Greek, for which the original Greek title must be provided.

Pirumova, N. M. 1977. *The Zemstvo Liberal Movement: Its Social Roots and Evolution to the Beginning of the Twentieth Century* [in Russian]. (Moscow: Izdatel’stvo “Nauka.”

If a well-established translation of a foreign-language title exists in English, that title should be used as the translation, and should be capitalized headline-style, according to the rules for English titles, but not italicized.

Tolstoy, Leo. 1869. *Voyna i mir* [War and Peace]. Moscow: T. Ris.

Sometimes, it may be desirable to identify both an original work and a particular translation in one entry. If so, either of the following forms may be used, depending on whether it is the original or the translation that will actually be cited. If both the original and the translation are cited, two separate entries should be given. (CMS 14.109)

- Furet, François. 1995. *Le passé d'une illusion*. Paris: Éditions Robert Laffont. Translated by Deborah Furet as *The Passing of an Illusion* (Chicago: University of Chicago Press, 1999).
- Furet, François. 1999. *The Passing of an Illusion*. Translated by Deborah Furet. Chicago: University of Chicago Press. Originally published as *Le passé d'une illusion* (Paris: Éditions Robert Laffont, 1995).

D. Greek and Other Foreign Languages

D1. Guidelines for Languages Other Than English

D1a. General Rules

Transliterations from non-Roman alphabets should employ the transliteration scheme which is most common in English.

Italicize foreign words and phrases when they do not appear in Merriam-Webster (11th edition). Note that the requirement to italicize does not apply to proper nouns, extended quotations (whether block quotations or in-line quotations within quotation marks), or words and phrases in Greek. (Transliterations from non-Roman alphabets should be italicized.)

In the text, all translations of isolated words, phrases, and titles—either from English into another language or from another language into English) should appear in parentheses with no quotation marks.

- The term you should use for 1,000,000,000 is *mil millones* (billion), not *billón* (trillion).
- German has two terms for eating—one for the way humans eat (*essen*) and another for the way animals eat (*fressen*).

D1b. Quotations

Extended quotations from foreign languages should always be accompanied by an English translation.

For block quotations, the foreign language should come first and a space should separate the two versions of the passage. For poetic passages, please add the word VERSE in the left-hand margin if you wish the compositor to arrange the poem line by line. As always, quotation marks should only appear in block quotations if they part of the original passage.

For in-line quotations, either the original language or the English translation may come first, and whatever version of the quotation comes second should be placed in parentheses.

Translations within parentheses should not have external quotation marks (i.e., quotation marks are only used if they are part of the original text which is being quoted, as in the second example below). If a long sentence or more than one sentence appears in parentheses or brackets, closing punctuation of both original and translation should remain distinct.

A line from Goethe, “Wer nie sein Brot mit Tränen aß” (Who never ate his bread with tears), comes to mind.

“À vrai dire, Abélard n’avoue pas un tel rationalisme: ‘je ne veux pas être si philosophe, écrit-il, que je résiste à Paul, ni si aristotélicien que je me sépare du Christ.’” (As a matter of fact, Abélard admits no such rationalism. “I do not wish to be so much of a philosopher,” he writes, “that I resist Paul, nor so much of an Aristotelian that I separate myself from Christ.”)

The original or translation of a quotation may be relegated to the Notes if it is not essential to the argument. If either an original or translated quotation stands alone in a note, it should be placed in quotation marks.

The foreign-language original of a quotation may be omitted, but this should only be done when the original is unimportant to the argument. **JMGS prefers that modern Greek originals of quotations be given whenever possible.**

JMGS prefers that, **when a translation and citation must both appear in the same parentheses, the translation should come first, with a semicolon separating it from the citation.**

Kostas Karyotakis’s poem «ΥΠΝΟΣ» (Sleep) begins: «Θὰ μᾶς δοθεῖ τὸ χάρισμα καὶ ἡ μοῖρα / νὰ πᾶμε νὰ πεθάνουμε μία νύχτα / στὸ πράσινο ἀκρογιάλι τῆς πατρίδας;» (Will the gift and good fortune be granted to us / that one night we can go to die / there on the green shore of our native land?; 1921, 41).

D1c. Translated Titles

If no “official” English translation of a foreign-language work’s title exists (for example, if no translation of a book into English has ever been published, or if a film has never been released under an English title), the English translation of its title is capitalized sentence-style, with no italics and no quotation marks. Titles with “official” English translations are capitalized headline-style, with italics or quotation marks depending on the type of work.

Leonardo Fioravanti’s *Compendio de i secreti rationali* (Compendium of rational secrets) became a best-seller.

Proust’s *À la recherche du temps perdu* (*Remembrance of Things Past*) was the subject of her dissertation.

Once an English translation for these titles has been given in parentheses in accordance with the preceding guidelines, it may thereafter be used throughout the article with such capitalization and italics as would be appropriate for an English language work of the same sort. Alternatively, the title may continue to be given in the original language.

D1d. Proper Nouns

The English form of foreign-language proper nouns should generally be that which is most familiar to English-speaking audiences (e.g., *Vienna*, not *Wien*; *Naples*, not *Napoli*; *Trotsky*, not *Trotski*). Please be sensitive to politically contested place names, but please also be careful not to introduce anachronisms (for instance, Bombay became Mumbai only in 1995).

D1e. Bibliography (References Cited)

For foreign-language issues related to the References Cited section, please see IV.C3d, “Foreign Languages in the References Cited,” above.

D2. Greek

D2a. Typography

Greek words in the Greek alphabet should not appear in italics as they are in a non-Roman alphabet. **Titles of books, periodicals, and films are an exception to this.**

JMGS uses the Greek Keys font system. Using Greek Keys is easiest for our copyeditors and compositors, but since not all authors have access to Greek Keys, we gladly accept text that has been produced in other systems.

D2b. Rules for Monotonic Greek

JMGS prefers the monotonic system for Greek. However, we will honor requests by authors to retain the polytonic system for older texts originally published in that form. In simplified form, the rules for monotonic are: (1) Use only the acute accent; place it over letters in lower case and in front of capital letters. (2) Place an accent over every word that has two or more syllables. However, these syllables must be distinct in pronunciation as opposed to being glided over. An exception to the two-syllable rule is *γιατι* when it means “because,” to distinguish it from *γιατί*, meaning “why?”

Note that two-syllable words that lose their second syllable because of elision to a succeeding word nevertheless retain their accent, e.g., *Είμ’ έτοιμος, φέρ’ το*. (3) Monosyllabic words are not accented, with the following exceptions: (a) *ή* when it means “or,” to distinguish it from the feminine article *η*, (b) *πού* when it means “where?” to distinguish it from the relative pronoun or conjunction *που*, (c) *πώς* when it means “how?” to distinguish it from the conjunction *πως*, (d) *τί* when it means “what?” (e) *ώς* when it is the preposition meaning “until” or “up to,” to distinguish it from the adverb or conjunction meaning “as,” “such as,” or “like,” (f) *νά* when it means “look” or “here is” or “behold,” (g) *μά* when it introduces an oath, (h) *γιά* when it means “or,” (i) *μού, σού, τού, τής, τό, μάς, σάς, τούς, τά* (personal pronouns) in cases where they might be misunderstood as possessive adjectives, e.g., *Η μητέρα μου είπε* when the meaning is “Mother said to me” and not “My mother said” (*Η μητέρα μου είπε*), (j) *νά, θά, τά, τό* when they come before unaccented *μπω, βγω, ’ρθω, βρω* (*θά ’ρθω, θα τά ’βρει*).

D2c. Titles

Titles of Greek-language books are printed in italics, just as English-language books would be. Quotations within such titles are placed in guillemets:

«*Έλληνες το γένος*»: *Η ταυτότητα και η ιθαγένεια στο εθνικό κράτος των Ελλήνων, 1821–1844*

Titles of Greek-language articles, etc. are enclosed in guillemets, with single-quotes used for quotations within such titles.

D2d. Quotations

All quotations taken from Modern Greek sources must be printed in Greek and translated into English the first time they are used. The rules for quotation and translation are otherwise the same as those for foreign languages generally (see IV.D1, “General Rules for Languages Other Than English,” above”), except that in-line quotations from Greek should appear within guillemets (« ») rather than double quotation marks (“ ”).

D2e. Transliteration

Any standard, widely-used system of transliteration from Greek to English may be used, but transliteration should be consistent throughout an individual article. Strictly speaking, *transcription* rather than *transliteration* should be employed: in other words, **the so-called transliteration should be based on similarity of sound rather than similarity of letters.** For example the Modern Greek β is best rendered into English by *v*. Two standard transcription systems for Modern Greek, ELOT/UN/ISO and BGN/PCGN are given in Wikipedia’s article on “Romanization of Greek”

(https://en.wikipedia.org/wiki/Romanization_of_Greek#Modern_Greek), but authors may sometimes find it convenient to depart even from these.

Transliterations from Ancient Greek should follow the Library of Congress system (ALA-LC [2010]), which may also be found on Wikipedia:

https://en.wikipedia.org/wiki/Romanization_of_Greek#Ancient_Greek.

Where Greek authors listed in the References Cited are known to have preferred English-language versions of their names, those should be used even where the so-called transliteration in fact results in a different (usually translated) name: e.g., *John* for *Γιάννης*.

Preferably, transliterated words of more than one syllable should bear the appropriate stress accent (e.g., *laós*). As this has not been standard practice in transliterating personal names, stress accents may be omitted from these, unless the person whose name is being mentioned is known to prefer a stress accent in transliteration. Transliterated place names also do not require a stress accent.

D2f. Recurring Words and Phrases

Individual Greek words, short phrases, and titles that appear several times in an article may be handled in one of two ways, according to the author’s wishes:

(1) **They may be printed in Greek throughout the manuscript**, in which case, the first appearance of the word, phrase, or title should be followed by an English translation in parentheses; e.g., λαός (people, folk).

(2) **They may be printed in italicized transliteration throughout the manuscript**, in which case the first appearance of the word, phrase, or title should be followed by the word(s) in Greek, a comma, and then an English translation—all in parentheses; e.g., *laos* (λαός, people, folk).

D2g. Proper Nouns

Whenever possible, Greek proper nouns, when written in the Roman alphabet, should have the form which is customary in English (e.g., Athens, not Athína; Caserta, not Gazerta; Achilles not Ahilléfs; Cavafy not Kaváfis; Euripides not Evripídis). On the other hand, if a place name is politically contested or if a particular individual being mentioned is known to prefer a non-standard transliteration of his or her name, the author may have good reason to ignore this rule.

D2h. Bibliography (References Cited)

For Greek-language issues related to the References Cited section, please see IV.C3d “Foreign Languages in the References Cited,” above.

V. Guidelines for Book Reviews

In general, the rules for book reviews conform to those given above; this section deals exclusively with issues specific to book reviews.

Formatting

The name of the reviewer appears at the end of the review, right-justified, and in all caps, followed, after a line break, by the reviewer's academic affiliation (if any) in italics.

Bibliographic Information (with Examples)

Each review begins with bibliographic information for the book or books being reviewed. The following examples are intended to clarify possible questions about the correct presentation of this bibliographic information.

Note particularly the following:

- In reviews of foreign language books (usually Greek), a translation of the title should be provided in brackets, capitalized sentence-style in roman type. This version of the title will also appear in brackets, capitalized-sentence style, after the original title in the Table of Contents. In the text of the review, however, the translated version of the title should be italicized and capitalized headline-style.
- In reviews of books in Greek, the original Greek version of the names of the author(s) should appear in parentheses following the English transliteration.

Maria Georgopoulou and Konstantinos Thanasakis, editors, *Ottoman Athens: Topography, Archaeology, History*. Athens: Gennadius Library of the American School of Classical Studies at Athens and the Aikaterini Laskaridis Foundation, 2019. Pp. 290. 95 illustrations. Cloth \$35.00 and Paper \$30.00.

Artemis Leontis, *Eva Palmer Sikelianos: A Life in Ruins*. Princeton, NJ: Princeton University Press, 2019. Pp. xlv + 392. 51 illustrations. Cloth \$35.00.

Foteini Lika, *Roidis and the Borrowed Muse: British Historiography, Fiction and Satire in Pope Joan*. Newcastle upon Tyne: Cambridge Scholars Publishing, 2019. Pp. xiii + 295. Cloth £47.99.

Chris Moorey, *A History of Crete*. London: Haus Publishing Ltd., 2019. Pp. xi + 344. 16 unnumbered pages of plates: illustrations (some color), 3 maps. Cloth \$27.95.

Euthalia Papadaki (Ευθαλία Παπαδάκη), *Πίσω από το πέπλο της ωραιότητας: Ο μυστικός κόσμος της Εύας και του Άγγελου Σικελιανού* [Behind beauty's veil: The mystical world of Eva and Angelos Sikelianos]. Athens: Benaki Museum, 2018. Pp. 347. 30 illustrations. Paper €18.00.