

GUIDELINES FOR AUTHORS

GENERAL INFORMATION

Authors will submit a Word file labelled with the author's surname together with:

- abstract in Italian and English (max 1500 characters with spaces);
- keywords separated by commas;
- short biography (max 150 words);
- e-mail to be published with the article.

STYLE GUIDE

Manuscripts must conform to the author-date system of citing references, as described in *The Chicago Manual of Style* (15th ed., University of Chicago Press, 2003). This system uses the name of the author and the date of publication as a key to the full bibliographic details, which are set out in a reference list at the end of the article:

Example: "As Janet Seiz (1993: 190) argues...

Several authors have noted this trend (Martha Roldán 1982; Cornelia Flora and Blas Santos 1985)."

On the first citation of a work, the first name as well as the last name of all authors cited must be given. Thereafter, the last name only with the date of publication will suffice. Only use et al. in succeeding mentions of sources with four or more authors.

Where more than one reference is given at a time in the text, the sources should be listed in chronological order:

Example: "... (see also Nancy Hartsock 1985, 1990; Paula England 1993; Lourdes Benería, Maria Floro, Caren Grown, and Martha MacDonald 2000)."

The date of the publication cited must be the date of the source referenced; when using a republished book, a translation, or a modern version of an older edition, the date of the original publication must also be given in the reference. Where there are two or more works by one author in the same year, these should be distinguished by using 2010a, 2010b, etc.

The reference list should include every work cited in the text. First and last names must be given; initials alone are not sufficient. Please ensure that dates, spelling, and titles used in the text are consistent with those in the reference list.

The content and form of the reference list should conform to the following examples. Please note that page numbers are required for articles. Both the place of publication and name of the publisher should be given for books and, when relevant, the translator and date of the first publication should be noted. Do not use et al. in the reference list; spell out each author's full name.

Book

Collins, Patricia Hill. 1991. *Black Feminist Thought: Knowledge, Consciousness and the Politics of Empowerment*. New York: Routledge.

Article in edited volume

England, Paula. 1993. "The Separative Self: Androcentric Bias in Neoclassical Assumptions," in Marianne A. Ferber and Julie A. Nelson, eds. *Beyond Economic Man: Feminist Theory and Economics*, pp. 37–53. Chicago: University of Chicago Press.

Article in journal/Multiple authors

Agarwal, Bina. 1990. "Social Security and the Family: Coping with Seasonality and Calamity in Rural India." *Journal of Peasant Studies* 17(3): 341–411.

Strober, Myra, Suzanne Gerlach-Downie, and Kenneth Yeager. 1995. "Child Care Centers as Workplaces." *Feminist Economics* 1(1): 93–119.

Translated text

Foucault, Michel. 1980. *Power/Knowledge: Selected Interviews and Other Writings: 1972–1977*. Colin Gordon, ed., English trans. Colin Gordon, Leo Marshall, John Mepham, and Kate Soper. Brighton, Sussex: Harvester Press.

Article in newspaper

Bennett, Amanda. 1994. "Young Women May Trade Jobs for Marriage." *Wall Street Journal*, June 29.

Unpublished

Badgett, M. V. Lee. 1994. "Civil Rights and Civilized Research." Paper presented at 1994 Association for Public Policy Analysis and Management Research Conference.

INTERNET REFERENCES

If your source of information is a book, a journal, or a journal article that is only published on the Internet, please follow the guidelines above, and add how it is available (e.g. HTTP, Gopher, email).

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

Smith, Giorgia. 2009. "Origins of Homophily in an Evolving Social Network," *British Journal of Sociology* 115: 411-440, accessed February 28, 2010, doi:10.1086/599247.

Internet source

Hymon, Linda Woods. EdWebInformation Problem-Solving Big Six Basics. <http://edweb.solsu.edu/edfirst/bigsix/basics.html> (accessed October 1997).

Message on a discussion board

Lucas, Linda. 1999. "Work Prohibitions," e-mail to Femecon: listserv@bucknell.edu, March 11.

Personal e-mail message

Smith, Beverly. 1996. "Subject of message." E-mail to author July 30.

STYLE DETAILS

Spacing: Submissions, including notes and references, should be double-spaced.

Notes: Please keep notes to a minimum. When possible, incorporate supporting arguments or context into the main article. Notes will be reproduced as endnotes.

Justification of text: Leave the right margin ragged and avoid word divisions and hyphens at the ends of lines. Only insert hard returns at the end of paragraphs and headings.

Punctuation: Use a single (not a double) space after a full point and after commas, colons, semicolons, etc. Do not put a space in front of a question mark or in front of any other closing punctuation mark. Please use serial commas (i.e., before “and,” “or,” etc., in lists).

Spelling: Either American or British spelling can be used; however, this must be consistent throughout.

Initial capitalization: Please keep capitalization to a minimum. Where possible, use lower case for government, church, state, party, volume, etc.; north, south, etc. are only capitalized if used as part of a recognized place name, e.g. Western Australia, South Africa. Use lower case for general terms, e.g. eastern France, south-west of Berlin.

Full points: Use periods after abbreviations (p.m., e.g., i.e., etc.) and abbreviations where the end of the word is omitted (p., ed., ch.). Do not use periods in the case of abbreviations for countries or states (e.g. UK, US, EU).

Quotations: Use double quotation marks for quoted material within the text; single quotation marks should only be used for quotes within quotes. Do not use leader dots at the beginning or end of a quotation unless meaning absolutely demands it. For ellipses within a quotation, use three leader dots for a mid-sentence break and four if the break is followed by a new sentence. Quotations of over forty words should be extracted and indented and no quotation marks used.

Numerals: In general, spell out numbers under 100; use numerals for measurements (e.g., 12 km) and ages (e.g., 10 years old). Insert a comma for both thousands and tens of thousands, with no space following (e.g., 1,000 and 20,000). Always use the minimum number of figures for ranged numbers and dates (e.g., 22, 4, 105–6, 1966–7, 112–3, 1914–8). Use the percentage sign only in figures and tables; spell out “percent” in the text using a numeral for the number (e.g., 84 percent).

Dates: Set out dates as follows: July 8, 1990; on July 8; or on 8th July; 1990s (not spelled out, no apostrophe); nineteenth century (not 19th century), and hyphenated when used as an adjective (e.g., nineteenth-century art).

Dashes: Spaced en-rules will be used to indicate dashes. (e.g., “the potential for exploitation is still present – depending on how...”). Use an en dash to link number spans (e.g., 24–8), to connect two items linked in a political context (e.g. “Labor–Liberal alliance”, the names of joint authors (e.g., Temple–Hardcastle project).