Arab Studies Journal Style Guide
Version: 2019 (January)

Guiding Principle

Arab Studies Journal conforms to the *Chicago Manual of Style*, 16th edition. Spelling conforms to Webster's Dictionary. Transliteration of Arabic, Turkish, Hebrew, and Persian follows the *International Journal of Middle East Studies* (IJMES) word list.

Exceptions to this guiding principle are designated by a star (*) in this document and the ASJ Word List.

Any issue not covered by ASJ Style Guide and Word List should defer to these sources for guidance. In cases of a contradiction between any two of the above-listed sources (not addressed in the style guide or world list), please contact editor@arabstudiesjournal.org immediately.

The following is a summary of some of the most common stylistic issues involved in ASJ submissions. They are primarily based on the above three listed sources of guidance, and include exceptions.

I.   HEADER AND SUBHEADER FORMATTING

The following parts of the article/review should appear in bold:

A. Title
B. Section Headings (i.e., section titles)

The following parts of the article/review should appear in italics:
A. Article Section Subheading (i.e., sub-section titles)

An article/review should never begin with a section heading (e.g., Introduction)

II.   AUTHOR BIOS

Author bios should appear in one sentence at the end of the text, before the endnotes. They should be formatted according to the following:

A. Bio will *only* include name, title/position/rank, department/subject, and institution. We do not include publications or any other additional information.

B. Capitalize name, title/position/rank, department/subject, and institution.

C. For graduate students, we use either "PhD student" or "MA student".

D. For state schools, please use the following format: University of Texas at Austin

E. All bios should conform to one of the following formats

    a. <u>Format 1 (Graduate Student):</u>
[Full Name] is a [PhD/MA] student in the [Department/Program] at [University].

    b. <u>Format 2 (Postdoctoral Fellow):</u>
[Full Name] is Postdoctoral Fellow at [Department/Center] at [University].

    c. <u>Format 3 (Faculty by Department/Center):</u>
[Full Name] is [Position Title] in the [Department/Center] at [University].

    d. <u>Format 4 (Faculty by Subject/Topic):</u>
[Full Name] is [Position Title] of [Subject] at [University].

    e. <u>Format 5 (Non-Faculty Position):</u>
[Full Name] is [Position Title] at [Institution].

F. Position titles and subjects are capitalized.

G. At the discretion of the editors, a city name can be included at the end of bios for non-US based institutions. In such cases, the city name is preceded by a comma.

III. AUTHOR'S NOTES

Author notes are not necessary but permissible. If desired, they should be formatted according to the following:

A. The author note is placed in the endnote section, but before endnote 1.

B. The author note begins with **Author's Note:** or **Authors' Note:**

C. Do not use a star or other symbol to indicate the existence of an author note.

IV. PARAGRAPHS

A. Indent every paragraph except the first paragraph of an article and the first paragraph of every section therein.

B. Use a one-tab paragraph indent, equal to five spaces.

C. There are no line spaces before or after a paragraph.

V.   BLOCK QUOTATIONS

A. Block quotes are used only for long quotations.

B. Long quotations are defined as text consisting of 100 words or more (typically six to eight lines).

C. Block quotes should not include quotation marks to open and close them.

D. Block quotes should be single spaced, justified, and indented on both sides.

E. Do not end a paragraph with a block quote.

VI.   BASIC WRITING STYLE PREFERENCES

A. Avoid contractions when possible (e.g., we are, not we're)

B. Avoid long sentences where possible.

C. Avoid passive voice.

D. Make sure all adverbs either immediately precede/follow the verb being described (i.e., not "stood in line patiently" but "patiently stood in line" or "stood patiently in line")

VII.   ACRONYMS AND ABBREVIATIONS

A. Do not use an acronym without first defining it.
    Example: He joined the Palestine Liberation Organization (PLO) when he was twenty-five years old. He later quickly climbed up the ranks of the PLO.

B. Do not use periods with acronyms [Note: This is an exception to *CMS*]
    Example: US, UN, PhD, MA, LGBTQ, etc.

C. The abbreviation "US" is an adjective. "United States" is a proper noun. It is proper to write "US foreign policy" or "The United States is a mess." It is contrary to our style guide to write, "The US has been criticized." This rule applies to all countries.

D. Note correct usage of i.e. and e.g.:

    1. Both must use periods and be followed by a comma
            a. i.e.,
            b. e.g.,
    2. "i.e.," id est, means "that is to say."
    3. "e.g.," exempli gratia, means "for example."

VIII. IN-TEXT USE OF BOLD, ITALICS, AND UNDERLINE

A. The article and section headings (the title and section titles) are the only part of an article appear in bold. No other words should appear in bold.

B. Nothing in the journal is underlined.

C. The only words to appear in italics will be:

1. Section subheadings (not section headings)

2. All foreign words are italicized, with the following exceptions:
   a. Foreign words and phrases that appear in Webster's Dictionary.
   b. Foreign words and phrases that constitute proper nouns (organizations and places)

3. Stressed words

4. Book, journal, and television/radio program titles.

IX. CAPITALIZATION

A. Titles of Persons

a. Civil, military, religious, and professional titles are capitalized when they immediately precede a personal name and are thus used as part of the formal/official name (typically replacing the title holder's first name).

b. Titles are normally lowercased when following a name or used in place of a name.

Examples:
i. The Israeli prime minister, Yitzhak Rabin, signed the bill.
ii. Israeli Prime Minister Yitzhak Rabin signed the bill.
iii. The prime minister signed the bill.

B. Titles of Documents or Institutions

a. Capitalize only formal names of documents/institutions but not general references.

b. Exception: The only exception to this rule is the Constitution of the United States.

Examples:
   i. Capitalize "the Declaration of Principles," but refer to "the declaration."
  ii. Capitalize "the Palestine National Charter," but refer to "the charter."
 iii. Capitalize "the Stafford Commission," but refer to "the commission."
 iv. Capitalize "the Ministry of Information," but refer to "the ministry."
  v. Capitalize "the Constitution of the United States," and refer to "the Constitution"
 vi. Capitalize "the Constitution of the Lebanese Republic," but refer to "the constitution"

C. Buildings and Sites

Names of buildings and historically significant sites are capitalized.

D. Academic Disciplines

Academic disciplines are not capitalized, unless part of department name

Examples:
   i. "Students of history are better suited for . . ."
  ii. "They both pursued graduate degrees in history at the national university"
 iii. "She is a faculty member in the Department of History."

E. Book Parts

Parts, chapters, sections, and figures of books should not be capitalized and numbers written out. [This is in conformity with *CMS*, and contrary to our past practice]

Examples:
   i. "In part 1 of the book . . ." and not "Part 1" or "part one"
  ii. "In chapter 4 . . ." but not "Chapter 4" or "chapter four"
 iii. "As figure 1 illustrates . . ." but not "Figure 1" or "figure one"

When referring to the figure or table parenthetically at the end of a sentence, the word "figure" is shortened to "fig." but the word "table" remains the same.

F. Constitutional Articles

Articles as in articles in a constitution are capitalized and numbered.

Example:
"In Article 6 of the constitution . . ." and never "article 6" or "article six"

G. Cardinal Directions

a. Cardinal directions (north, south, east, west) and terms derived from them (southwestern, northern) are lowercase when they simply indicate a direction or location.

Example:
i. "The window faces north."
ii. "Carcassonne is in the southwest of France."
iii. "They drove west along Egypt's northern coast towards Libya's eastern border."

b. Cardinal directions are capitalized only when they are part of a proper noun, part of the name of a particular region, place, or concept. Consult *ASJ* Word List, *CMS* 8.46, and *MW* for specific instances.

Example:
i. the Southern Suburbs
ii. East Jerusalem
iii. the West, Western imperialism

H. Ibn and Abu (Depending on Placement)

When used as part of a last name only, capitalize. But when used as a medial, do not capitalize.

Example:
"She met Abdul Aziz ibn Saud" vs. "She met Ibn Saud"

X.   DATES

A. All dates will appear as [Day] [Month] [Year]

Example: 26 November 1968

B. If only the month and year are given, the format is [Month] [Year]

Example: January 1982

C. If only the day and moth are given, the format is [Day] [Month]

> Example: 29 December

D. Decades do not take an apostrophe.

> Example: "the 1950s and 1960s" OR "in the fifties and sixties"

E. Centuries are spelled out

> Example 1 (as noun): "In the seventeenth century . . . "
> Example 2 (as noun): "By mid-century . . ."
> Example 3 (as adjective): "According to seventeenth-century accounts . . ."

F. Use an en-dash between years when expressing date ranges.

> Example: 1990–2001 (not 1990-2001 and not 1990—2001)

G. Except in article titles and section headings, all year ranges within a standard century will be shortened to reflect the changing years only (similar to page ranges).

> Example: 1952–66 (not 1953–1966).

XI.   NUMBERS

A. All integers that can be spelled out in two non-compound words or less should be spelled out. This includes all numbers between 0 and 100.

> Example 1: Thirty-two children from eleven families were packed into eight vintage Beetles.

> Example 2: The three new parking lots will provide space for 540 more cars.

> Example 3: The project generated forty-two million dollars in revenue.

> Example 4: The project generation 42,500,000 dollars in revenue.

B. The exception to this general rule are when referring to books parts (e.g., parts, chapters, figures, and tables).

C. This general rule applies to ordinal as well as cardinal numbers. The letters in ordinal numbers should *not* appear as superscripts.

> Example 1: Gwen stole second base in the top half of the first inning.

Example 2: The 122nd and 123rd days of the strike were marked by a rash of
defections.

D. Where many numbers occur within a paragraph or a series of paragraphs, maintain
consistency in the immediate context. If according to rule you must use numerals for one of
the numbers in a given category, use them for all in that category. This rule does not apply if
many numbers occur in one sentence only. In the same sentence or paragraph, however,
items in one category may be given as numerals and items in another spelled out.

In the first example (below), the numerals 50, 3, and 4 would normally be spelled out
(see 9.2); in the second and third examples (below), 30,000 and 2,000, respectively, would
normally be spelled out (see 9.4; see also 9.8). For numerals in direct discourse, see 13.42.

Example 1: A mixture of buildings—one of 103 stories, five of more than 50, and a dozen of
only 3 or 4—has been suggested for the area.

Example 2: In the second half of the nineteenth century, Chicago's population exploded, from
just under 30,000 in 1850 to nearly 1.7 million by 1900.

Example 3: Between 1,950 and 2,000 people attended the concert.

E. Quantities such as percentages, distances, lengths, areas, and so on are usually treated
according to the general rule.

F. Spell out the abbreviations and symbols for various forms of quantities.

G. Spell out any number that begins a sentence.

H. Fractions

a. Simple fractions are spelled out. For the sake of readability and to lend an
appearance of consistency, they are hyphenated in noun, adjective, and adverb
forms.

b. Quantities consisting of whole numbers and simple fractions may be spelled out if
short but are often better expressed in numerals

I. Parts, chapters, sections, and appendices of books should not be capitalized and numbers
used.

Example: In chapter 1 of the book, the author presents . . .

J. Page and endnote numbers should not be capitalized, but numbers should be used.

Example: In endnote 54, on page 68, the author references the work of . . .

K. When providing a range for pages or years, an en dash is used (not a hyphen and not an em-dash). In addition, numbering rules should be followed.

Note: A hyphen (-) is distinct from en-dash (–) which is different from em-dash (—).

Example 1 [Intext Year Range]: The 1939–45 years featured a series of turns of events."
Example 2 [Intext Year Range]: Hourani define the 1839–1914 period as one of many . . .
Example 3 [Endnote Page References]: 10–18 (not 10-18 and not 10—18)
Example 4 [Endnote Page References]: 91–99
Example 5 [Endnote Page References]: 101–35
Example 6 [Endnote Page References]: 1345–66

XII. PLURAL POSSESSIVE

Words that end in "s" in the original singular form take an apostrophe and another "s"

Words that end in "s" in the plural "s" take an apostrophe only as possessive.

XIII. ELLIPSES

- Ellipsis are three dots used to indicate that part of a quotation is missing.
- The part of a quotation can be a word, phrase, sentence, paragraph, or more.
- Such omissions are indicated by the use of three spaced periods: . . .
- They must always appear together on the same line.
- Do not use auto-formatted ellipses (such as those produced by Word)

A. For reasons of simplicity, ellipsis should not be used at the start of a quotation.

B. Also for reasons of simplicity, ellipsis should not be used at the end of a quotation.

C. If the missing text is internal to quotation and in the middle of a sentence, use three ellipsis points.

Example: "Once upon a time . . . there was a crotchety old Arabic professor."

D. If the missing text is internal to quotation but between sentences, use ellipsis after the end-mark of the sentence.

Example: "The public received the fatwa with jubilation. . . . The sultan then ordered . . ."

E. The omission of one or more paragraphs within a quotation is indicated by ellipsis following the end-mark of the last sentence. If the first part of a paragraph is omitted

within a quotation, a paragraph indention and three ellipsis points appear before the first quoted word.

Example:

> He joined the Palestine Liberation Organization (PLO) when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. . . .
>   . . . He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five. He joined the PLO when he was twenty-five.

XIV. PUNCTUATION

A. Spacing

ASJ uses a single space (not double space) after punctuation marks.

B. Commas

1. ASJ uses the serial comma.
   <u>Example</u>: I ate peas, carrots, and potatoes for dinner.

2. There is ONE space after a comma.

3. Within quotes, a comma should precede the end quote.
   <u>Example</u>: "There was a crotchety old Arabic professor," he began.

C. Colons and Semicolons

1. Colons and semicolons should appear outside quotation marks or parentheses unless they are part of the quoted material.

2. A colon introduces an element or a series of elements illustrating or amplifying what has preceded the colon.

3. A semicolon is most commonly used between two independent clauses not joined by a conjunction to signal a closer connection between them than a period would.

4. Text after a colon:

i. When a colon is used within a sentence, the first word following the colon is lowercased unless it is a proper name.

ii. When a colon introduces two or more sentences, when it introduces a speech in dialogue or an extract, or when it introduces a direct question, the first word following it is capitalized.

iii. Do not capitalize text after a semicolon.

D. Periods

Within quotes, a period should precede the end quote unless it changes the meaning of the quote.

E. Quotation Marks

1. Double quotation marks are standard; only a quote within a quote will take single quotation marks.

2. An endnote will fall outside the quotation marks.

F. Dashes

1. There are no spaces between dashes and the preceding and following words.

2. The above rule holds for hyphens (-), en-dashes (–), and em-dashes (—).

3. Em dashes (—) are used to set off an amplifying or explanatory element and in that sense can function as an alternative to parentheses (second and third examples), commas (fourth and fifth examples), or a colon (first example)—especially when an abrupt break in thought is called for.

4. En dashes (–) should only be used in the following to instances:

    a. Between two numbers to indicate range such as those pages or years.
    b. With prefixes in compound terms.

XV. HYPHENATION

A. As a general principle, ASJ and CMS follow Webster's Dictionary for hyphenation rules.

B. If both a hyphenated and non-hyphenated spelling exist, ASJ prefers non-hyphenated.

C. A hyphen can make for easier reading by showing structure and, often, pronunciation. Words that might otherwise be misread, such as *re-creation* or *co-op*, should be

hyphenated. Hyphens can also eliminate ambiguity. For example, the hyphen in *much-needed clothing* shows that the clothing is greatly needed rather than abundant and needed. Where no ambiguity could result, as in *public welfare administration* or *graduate student housing*, hyphenation is unnecessary.

D. In cases of adjectival compounds that immediately precede a noun, the rule is to hyphenate for clarity.

E. In cases of adjectival compounds following a noun, the rule is to not hyphenate.

F. Compounds formed by an adverb ending in *ly* plus an adjective or participle (such as *largely irrelevant* or *smartly dressed*) are not hyphenated either before or after a noun, since ambiguity is virtually impossible. (The *ly* ending with adverbs signals to the reader that the next word will be another modifier, not a noun.)

G. Multiple hyphens are usually appropriate for such phrases as *an over-the-counter drug* or *a winner-take-all contest*. If, however, the compound modifier consists of an adjective that itself modifies a compound, additional hyphens may not be necessary. The expressions *late nineteenth-century literature* and *early twentieth-century growth* are clear without a second hyphen.

H. When the second part of a hyphenated expression is omitted, the hyphen is retained, followed by a space. Omission of the second part of a solid compound follows the same pattern.

I. When in doubt, please consult the CMS Hyphenated Guide

XVI. FOREIGN LANGUAGES AND TRANSLITERATION

** Authors are responsible for the consistency and accuracy of their transliteration. **

In general, *ASJ* follows the *IJMES* guidelines for foreign words and transliteration, with a few exceptions (please see attached word sheet).

A. We do not use diacritical marks (macrons and dots) in our transliterations.

'Ayn (open single quote mark [']) and hamza (close single quote mark [']) should be shown in all these cases, and should be clearly distinguished from one another and from apostrophes. We do not use double quote marks or straight quotes. We do not use the "half-moon" diacriticals for 'ayn and hamza.

B. Foreign words that are not italicized:

1. No words that appear in Webster's Dictionary shall be treated as terms requiring transliteration or requiring that 'ayn and hamza be marked. In such cases, spelling should follow that found in the dictionary, unless otherwise noted in the ASJ Word List.

2. If a foreign word or phrase is found in Webster's Dictionary it should not be italicized.

C. Transliteration:

1. All terms from languages using non-Roman alphabets must be transliterated, unless otherwise indicated above.

2. In addition, all proper nouns (e.g., personal names, place names, names of groups and institutions), and titles of books should be transliterated but the macrons and dots omitted.

3. All proper nouns (e.g., personal names, place names, names of groups and institutions) should be capitalized but not italicized.

4. For Arabic and Persian, *IJMES* uses the modified *Encyclopedia of Islam* system.

5. The definite article "al-" is always adjoined with a dash;

     a. The definite article "al-" is never capitalized except at the start of a sentence;
     b. For personal names, the al- adjoining a last name is dropped after first mention when used alone.

> Example: Bashar al-Asad is a dictator. Asked about this, Asad claimed he represented the people.

   c. The particles "wa" and "bi" in nominal adjective form should be adjoined with a dash;

   d. The combination of definite article and inseparable particles are rendered as "wa-l-," "bi-l-," "li-l-," and "la-l-." Because the particle "fi" is separable, it is rendered as "fi al-."

   e. *ta marbuta* is rendered *a* not *ah*, except in Persian, where it should be rendered *ih*;

   f. the adjectival *–ya* followed by a *ta marbuta* is rendered *–iyya* (*iyyih* in Persian);

   g. *nisba* is rendered *–iyya*

   h. *qaf* = q not k; *jim* = j not dj.

   i. Only in specifically listed instances can the Egyptian jim = g as in "Gamaʿa Islamiyya" and "Gamal Abdel Nasser."

   j. Persian must be transliterated with IJMES system, not that of the *Encyclopedia of Iranica*, so *i* and *u* must be used, not *e* and *o*. The Persian izafat is rendered as *–i*.

D. IJMES Transliteration

   1. Always spell place names according to established English spelling. Exceptions to this rule are noted in the ASJ Word List.

   2. Always spell personal names according to IJMES World List, and if not available then common usage. Exceptions to this rule are noted in the ASJ Word List.

   3. The medial "ibn" is lowercase, but capitalized if used as last name only.
      Example: "Shihab al-Din Ahmad ibn Budayr" BUT "Ibn Budayr"

E. [Intentionally Blank]

XVII. PHOTOGRAPHS, IMAGES, AND TABLES

ASJ follows the IJMES guidelines for photos and graphics.

Please submit all photographs digitally as separate individual files. All photos must be submitted in jpg format and must be print quality (minimum 300dpi). For instructions on how to determine dpi, click here.

When referring to images within the body of the text, state "figure 1" within the body of the sentence but "fig. 1" in parentheses at end of sentence.

When referring to tables within the body of the text, state "table 1" whether in the body of the sentence or in parentheses.

Example 1: Some of the better advertisements of this kind, however, played on the allure of the foreign (fig. 10).

Example 2: As seen in table 1, the price of bread spiked between 1939 and 1945.

XVIII. TRICKY WORDS

A. Spell out the word "percent"; do not use the percentage sign (%).

B. Currencies should be spelled out, and in lowercase. "Dollars" should be spelled out except in cases of technical context, like GDP, when you use "$".

XIX. ENDNOTE STYLE

ASJ uses endnotes, not footnotes.

ASJ does not use parenthetical citations except in book reviews.

A. Titles of book, journal, newspaper, film, album, and television/radio shows are

italicized.

B. Abbreviations

1. The abbreviation "p" or "pp" for page numbers is no longer used. Simply include the page number(s), as shown below.

2. Where the whole article is referenced, the first and last page numbers must be given.

3. the use of "vol." to note volume number has been dropped. The abbreviation "no." should be used when noting issue number, always in lowercase. The volume number (in Arabic, not Roman, numerals) should follow the journal title without punctuation preceding it and should not be italicized. The issue number should follow the volume number, separated by a comma.

4. When listing the publication date for a journal, noting the month or season is considered unnecessary where the issue number is present and therefore should be dropped.* (Exception from CMS)

   Example: *The Journal of Obscure Minutiae* 53, no. 4 (1944): 8.
   Instead of: …*The Journal of Obscure Minutiae* 53, no. 4 (Fall 1944): 8.

C. More Than One Reference Cited in a Single Endnote: each reference should follow the standard format given below and be separated by semicolon, with the final reference being preceded by "and." References should be listed according to the order of its occurrence in the text. In cases where multiple references are demonstrative rather than referential, they should be listed by alphabetically according to the author last name.

D. Direct Quotation or Specific Point: cite the page number of the specific material mentioned; do not cite the page numbers of the entire article.

E. Citing A Source for the Second Time (or More): include the author's last name only (unless more than one author referenced shares the last name in which case use the author's full name), an abbreviated version of the source title if possible, and the page numbers.

Example: Makdisi, *Artillery of Heaven*, 66.

F. Ibid. is an abbreviation.

1. Ibid. is never italicized.

2. Proper usage, when the next endnote is from the same reference but citing a different page, is: 20. Ibid., 34.

3. Proper usage, when the next endnote is from the same reference and the same page, is: 21. Ibid.

G. Citation of Foreign-Language Publications

1. Foreign presses should be paired with the familiar city name and not the formally transliterated word for the city.

   Example: Ahmad al-Wansharisi, *Fatawa al-Nisa'* (Beirut: Dar al-Ifta', 1984).

   Warning: Do not use Bayrut or al-Qahira as the publication city.

2. When listing the title of a foreign-language article, do not italicize the title.

3. If the title of the article is translated into English, include the translation in brackets immediately following the original title. Do not use quotations marks and capitalize it following sentence style.

   Example: "Wer die Wahl hat, hat die Qual" [He who has the decision, has the torture], *Die Zeit.*

H. Endnote Format Examples

ARCHIVAL SOURCES:

Upon first mention, archive names should be spelled out as in formal rendering of the archive's name. Any subsequent reference to that same archive should utilize the standard abbreviation introduced with first mention.

Correspondence should be formatted as follows:

[Author] to [Recipient], [Title of Recipient (if appropriate)], [Date], [File Number], [Box Number], [Collection], [Code (if appropriate)], [Archive], [page range (if appropriate)].

Example: Solomon David to French Ambassador of the United States, 3 December
1925, Box 745, Washington Ambassade, 737PO/1, CADN, 2-3.

Reports, minutes, memoranda, diaries, etc should be formatted as follows

[Author], [Title of Author *or* Kind of Document (i.e. memorandum, minutes, report)],
[Date], [File Number], [Box Number], [Collection], [Code (if appropriate)],
[Archive], [page range (if appropriate)].

Example: Sûreté aux Armées, "La grève des ouvriers," 17 April 1946, Box 55, Sûreté
Générale, 1SL/1/V, CADN.

BOOK:

Leonard Binder, *Islamic Liberalism* (Chicago: University of Chicago Press, 1988),
61.

John Wallach and Janet Wallach, *The New Palestinians: The Emerging Generation of
Leaders* (Rocklin, CA: Prima Publishing, 1992), 202–4.

ARTICLE FROM A JOURNAL:

Mustapha K. al-Sayyid, "A Civil Society in Egypt," *The Middle East Journal* 47, no.
2 (1993): 236–42.

Joseph Klesner, "Military Deterrence in the Middle East," *Journal of Strategic
Studies* 2 (July 1994): 70.

CHAPTER IN A BOOK:

Eric A. Fromkin, "Taking the State Seriously," in *Understanding Political
Development: An Analytic Study*, ed. Myron Weiner and Samuel Huntington (Boston:
Little Brown and Co., 1987), 353–91.

ARTICLE FROM A MAGAZINE:

Mark Crispin Miller, "None Dare Call It Stolen: Ohio, the Election, and America's
Servile Press," *Harper's Magazine*, August 2005, 39.

ARTICLE FROM A NEWSPAPER:

Note: Page numbers are best excluded since articles may be moved around or omitted
between early and later editions. It may be helpful, however, to include edition-

specific information where available (i.e., "final edition" or "Midwest edition"). Also, "The" is left out of publication titles.

Caryle Murphy, "Nile Village Has Seen Both Faces of Islamic Militancy," *Washington Post*, 8 June 1997.

Editorial, *New York Times,* 23 September 1994.

NO PUBLISHER AND/OR NO DATE PROVIDED:

Edward Gorey, *The Unstrung Harp* (New York: n.p., n.d.), 14.

URLs and ELECTRONIC SOURCES

For electronic sources (magazines, journals, or newspapers that only appear online), follow the given format for each, but end with a comma followed by the URL and then a period. Please remove the underlining of the URL.

Example: Brett Carraway and Francesca Hernandez, "Marxist Thought an Sustainable Building in Underprivileged Schools," *Journal of New Thought* 143, no. 5 (2003): 56, http://www.journals.umadagascar.edu/JNT/issues/w143p8/.pdf.

Date Accessed: This is not included EXCEPT when you are citing a source that does not otherwise have a date or is no longer available online at time of publication.