

Guidelines for Preparation of Final Copy for *The Classical Journal*

Please submit a digital version as an e-mail attachment of your contribution to *CJ*. The preferred format is MS Word. If you anticipate submitting a version in a different format, please contact the editor in advance to ensure that it is compatible. Close attention to matters of detail, such as footnote style, correct citation of Latin or Greek, fonts and font sizes, etc. is extremely important, as small glitches in formatting can cause hours of work. Please make sure that any Greek is in GR Oxford.

Note: This is your *final opportunity* to do anything other than correct minor typographical or reference errors in your manuscript. Stylistic edits *may not be made* at the proof stage. If you wish to make substantial changes in your manuscript, *do so now*.

Formatting

In preparing the final version of your contribution (including abstract), please follow these guidelines closely. You may find it simpler to use the *CJ* article template, available on the web page, but you will also need to refer to this document for citation, abbreviations, etc.

General

1. Use **Arno Pro Display** font for all Roman characters. The body of the article should be in **11 point font**, with Greek in 11 point GR Oxford. If you do not have Arno Pro Display on your computer, there is no need to buy it; Times New Roman is fine.
2. Use single spacing throughout.
3. Indent paragraphs at 0.25 in. Any superfluous formatting, including manipulating tabs, can significantly increase the editorial time that needs to be devoted to your submission. Files that are not properly formatted when submitted are likely to be returned for correction before they join the production queue.
4. Do not embed **page-numbers**, section divisions, unconventional characters, automatic numbering systems for lists, or the like.
5. Use a simple hard return/enter; **do not use line breaks or page breaks**.
6. Punctuation (including periods) should be followed by a *single space*.
7. Do not use an "Oxford comma" after the penultimate item in a list, unless this is necessary for clarity's sake. Thus "Aristophanes, Eupolis and Cratinus" rather than "Aristophanes, Eupolis, and Cratinus."
8. Do not use bold type.

Citation

1. Languages using accented characters should be rendered in Arno Pro Display (not Times New Roman). All Greek should be in GR Oxford or, if you do not have that font, in any Greek unicode font.
2. Use "smart-quotes" (as in example; "smart-quote" rather than 'smart-quote').
3. Shorter bits of Latin prose embedded in the text should be italicized. All Greek and Latin should be translated.
4. Indent verse quotations of two verses or more at **0.75 in.** (again, using the formatting bar rather than tabs). Set quotations off from the rest of the text with a single line before and after the quotation. Translations should follow set off from the text in the original language by a single line. The quotation, translation and spacings should be in **10 point** font.
5. Prose quotations should not be indented, but should otherwise be treated as verse quotation (#4).
6. Use "n-dashes" (as in the reference examples below) for all page- and verse-number references.
7. Line- and page-number references should be as economical as possible, i.e. "23–4, 237–43" rather than "23–24, 237–243." But please include the initial 1 in all numbers between 10 and 19, i.e. "12–13" rather than "12–3." References to verses within a single play, to lines within a book, or the like should be separated with commas, whereas books and complete works should be separated with semicola. Thus "H. *Od.* 5.116, 118; 6.120; Hdt. 3.1.2, 4.3; 4.1.7; Ar. *V.* 17–18, 236–7; *Pax* 1–2."

8. Footnotes should be automatically numbered with Arabic numerals; the first line of the footnote (with the footnote indicator) should be indented 0.25 in. Footnotes should be in **9 point font**. Do not use endnotes. If you wish to include an acknowledgement, please do so as the first footnote, asterisked instead of numbered, immediately following your title.
9. In footnotes, references to secondary sources should be separated by semicola (rather than commas). Do not use *ibid.*
10. The bibliography (under the centered heading WORKS CITED) should be in **10 point font**.

References

Standard reference works and journals should be abbreviated following the conventions of *L'Année Philologique*, with the usual North American modifications (e.g. *HSCP* not *HSCPh*). References to ancient texts should follow Liddell-Scott-Jones and the Oxford Latin Dictionary. Footnote references should be by author, year and page-numbers, e.g. "Slater (1985) 106–7," with the complete reference supplied in the bibliography. These parentheses should be retained *even within other sets of parentheses*. So: (For further discussion, see McKeown (1989) *ad loc.*). Works should be cited in chronological order rather than alphabetically by author. Please cite authors by last name **only** in the article proper, but include full names, when you have them, in the works cited. In preparing your bibliography, please adhere as closely as possible to the following styles.

Craig, Christopher P. 1981. "The Accusator as *Amicus*: an Original Roman Tactic of Ethical Argumentation." *TAPA* 111: 31–37.

Flower, Michael A. and John Marincola, eds. 2002. *Herodotus: Histories Book IX*. Cambridge.

Gibert, John. 1995. *Change of Mind in Greek Tragedy*. Hypomnemata 108. Goettingen.

Harder, M. Annette. 2004. Review of B. Acosta-Hughes, *Polyeideia: the Iambi of Callimachus and the Archaic Iambic Tradition*, in *AC* 73: 332–3.

Schultz, Celia E. 2007. "Sanctissima femina": Social Categorization and Women's Religious Experience in the Roman Republic. In *Finding Persephone: Women's Rituals in the Ancient Mediterranean*, edited by M. G. Parca and A. Tzanetou, pp. 92–113. Bloomington, IN.

———. Repeated author names use two em-dashes.

If you are citing supplementary volumes or Loeb's, please include the volume number.

Abbreviations

Italicize *ad*, *ad loc.*, *c.*, *contra*, *passim*, and other such.

Abbreviate no. for number; n. for note; p. and pp. for page numbers.

5th century as in example.

BC or BCE by author preference, but please use small caps and no periods.

Miscellaneous

When citing lines of poetry or translations, please show line breaks as follows: *end of line / start of next line*.

Section titles, if you use them, should be in italics and left justified. Please do not number them. Please leave one line of space before.

Transliterations of Greek words and names into English are left to individual authors, but please maintain consistency.

Proofs

You will receive a single set of proofs shortly before the publication date of the number of the journal in which your article will appear. Proofs should be returned as quickly as possible, generally *within two weeks* of the date they are sent out. You should verify all primary and secondary references in your text and check for typographical errors of all sorts. Further changes to the text should not be made at this point.