

## ***The Mark Twain Annual*: Submission Guidelines and General Information**

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*The Mark Twain Annual* publishes critical articles about Mark Twain, his writing, and the literary and cultural legacy of his work. Biographical and historical articles will generally not be considered, unless such articles have a clear pedagogical focus. Critical articles may be 5,000–8,000 words long. In addition, the *Annual* also accepts pedagogical articles, which are generally shorter, 2,000–5,000 words long. Book reviews may be 1,000–1,400 words long and are assigned by the editor.

Please send books for review to the book review editor, Megan McNamara Dawley, at the address listed below or requests to review at [megmac@mit.edu](mailto:megmac@mit.edu).

Please submit an electronic version of your submission, preferably in Microsoft Word, to <http://www.editorialmanager.com/mta>. In preparing manuscripts, contributors should follow the most recent edition of the *MLA Style Manual*.

Please use MLA format: parenthetical citations, endnotes, and a Works Cited page.

**Submissions that do not follow these required formatting guidelines will be returned to the author.**

### **General Submission Guidelines**

Since *The Mark Twain Annual* is a juried journal practicing anonymous submission, please remove your name from the body text of your manuscript and make sure any notes do not disclose your authorship of the article.

Submissions should be accompanied by an Abstract of 150–200 words to be entered on the Editorial Manager submission interface and on the first page of your manuscript. Submit 3–5 key words selected carefully to allow for maximum discoverability.

Authors are responsible for securing permissions and paying the required fees for the use of any material previously published elsewhere. Copies of permission letters should be sent to the Pennsylvania State University Press. Please consult with the Editors first.

Authors guarantee that the contribution does not infringe any copyright, violate any other property rights, or contain any scandalous, libelous, or unlawful matter.

Authors guarantee that the contribution has not been published elsewhere and is not currently under consideration elsewhere.

Submissions are accepted from non-members of the Mark Twain Circle, but upon acceptance you will be expected to join the association. Your annual membership fee includes subscription to the *Mark Twain Circular* (a newsletter about events and publications related to Mark Twain studies) and *The Mark Twain Annual*, a collection of fresh and high-quality articles and reviews. To join or renew your membership please refer to the URL: <https://www.marktwaincircle.org/mark-twain-circular>

Submissions will be reviewed by two or more members of the editorial board; notification of acceptance or rejection will be made as quickly as possible.

## Manuscript Formatting

### Specific manuscript preparation guidelines:

#### Mechanical Matters

- Standard, consistent, MLA (9th ed.)/Penn State style sought across the volume, though allowances made for particular types of sources appearing in individual articles (i.e., if a particular piece consistently uses another style, that style may be allowed to stand, at the editor’s discretion).
- The series comma is instituted throughout (e.g., “life, liberty, and the pursuit of happiness”).
- In titles of chapters, sections, and all titles of other works cited in text, all words longer than five letters are uppercased.
- Contra MLA, in general the initial article for periodical titles is lowercased and not italicized (e.g., the *New York Times* in running text or just *New York Times* in a citation, rather than *The New York Times*). Exceptions to this include the name of this very journal, which for reasons of tradition is rendered always as *The Mark Twain Annual*, as well as one-word titles that customarily keep the initial *The* (e.g., *The Nation*).
- Following MLA, the capitalization of quoted material is followed very closely, and brackets are used to indicate any changes.
- Yet again following MLA, in Works Cited lists UP is used in place of “University Press” and cities of publication are eschewed.
- International-style dates are used (e.g., 4 August 2021, not August 4, 2021); in citation contexts, month names of five letters or more are abbreviated (e.g., 4 Aug. 2021).
- If at all possible, notes are to be avoided in book reviews (i.e., simple parenthetical citations are preferred, providing the basic info for the work being cited; if it’s the book being review, then parenthetical page numbers are all that’s needed).
- Jr./Sr. *are* surrounded by commas. Also, all possessives for names take apostrophe and *s* (e.g., Levinas’s).
- Also regarding ellipses, three- and four-dot ellipses are used, depending on context.
- En dash used with compound adjectives when one of the items is an open compound (pre–Cold War America, post–White Paper policy, etc.) and when the dash connotes “from” (e.g., north–south street).
- Following a colon, text is lowercased unless it is a concept that takes up more than one sentence.
- Authors who provide figures for articles need to submit original, high-resolution (300 dpi) jpg or tiff files (not **inserted into MS Word**).
- Authors need to provide **alt text** to describe image content (for figures, charts, and tables) to ensure accessibility for individuals using screen readers. Please see the **PSU Press Alt Text Guide on page 7** for further information on writing alt text.
- Authors have completed the **final submission checklist** on **page 8** of this guide.

#### Twain Citations

Use the following editions; note them parenthetically only, as indicated below (e.g., AutoMT1 125; L4 65; etc.). It's not necessary to cite them in full in notes and/or works cited sections.

***Autobiography of Mark Twain (AutoMT1, AutoMT2, etc.)***

*AutoMT1* (e.g.): Twain, Mark. *Autobiography of Mark Twain, Volume 1*. Edited by Harriet Elinor Smith, U of California P, 2010.

***Mark Twain's Letters (L1, L2, etc.)***

*L4* (e.g.): Twain, Mark. *Mark Twain's Letters, Volume 4: 1870–1871*. Edited by Victor Fischer and Michael B. Frank, U of California P, 1995.

## A–Z style guide (some of these are boilerplate and don't necessarily appear in this MS)

- *Adventures of Huckleberry Finn* (no *The*); also referred to in textual discussions as *Huckleberry Finn* and *Huck Finn* (though the former is preferred over the latter)
- *The Adventures of Tom Sawyer* (includes *The*); also referred to in textual discussions as *Tom Sawyer*
- *Autobiography of Mark Twain* (not *The*); also referred to in textual discussions as the *Autobiography*
- adviser
- affect (preferred over “impact” as a verb)
- African American, Chinese American, etc. (i.e., no hyphens for such constructions), *but* Anglo-American
- a.m., p.m., etc. (e.g., 2:00 a.m., 9:00 p.m.)
- Black (race), Blackness, etc. (pending author approval, as this issue is in flux; for more details, see [this](#) from the *Chicago Manual of Style*)
- borne (past participle of the verb “to bear,” as in “to carry, to bring out, to produce, to tolerate”); *but* born (the past participle of “to bear” when it’s used in the sense of literal or figurative birth/creation); for more on this tricky issue, see [this article](#)
- Brown, Brownness, etc. (pending author approval, as this issue is in flux; for more details, see [this](#) from the *Chicago Manual of Style*)
- BCE and CE used (instead of B.C. and A.D.)
- data (plural noun)
- Eastern Europe; but when referring to the U.S., the East, eastern, easterner, etc.
- email
- the internet
- midcentury
- the Midwest, midwestern, a midwesterner
- naïve
- the North, northern, northerner (referring to U.S. North), though in a Civil War context all these instances are usually uppercased
- on (preferred over “upon” in constructions like *He carefully placed the vase on the table*)
- Panic of 1873, the Panic
- *Pudd’nhead Wilson*
- (qtd. in French 11) (example of how to handle conditions like “quoted in” in parenthetical citations)
- the South, southern, southerner (referring to U.S. South), though in a Civil War context all these instances are usually uppercased
- toward (not towards)
- United States (n.), U.S. (adj.), *but* United Kingdom *or* UK (n.) / UK (adj.), United Nations *or* UN (n.) / UN (adj.), etc.
- upon (preferred over “on” when used in constructions like *Upon entering the room, he carefully emptied his pockets*)
- upward (not upwards)
- Western, Westernization, Western Europe, etc., referring to the broader concept of “the West,” “Western culture,” etc. But when referring to the U.S., the West, western, westerner, etc.
- white (race), whiteness, etc. (pending author approval, as this issue is in flux; for more details, see [this](#) from the *Chicago Manual of Style*)
- the World Wide Web
- In all other respects, *Merriam-Webster’s Collegiate Dictionary* (11th ed.) recommendations are followed

## Writing Tips for Abstracts

An abstract is a self-contained piece of writing that can be understood independently from the article. It must be kept brief (approximately 150–200 words) and may include these elements:

- Statement of the problem and objectives (gap in literature on this topic)
- Thesis statement or question
- Summary of employed methods, viewpoint, or research approach
- Conclusion(s) and/or implications of research

*Keep in Mind...* Depending on your rhetorical strategy, an abstract need not include your entire conclusion, as you may want to reserve this for readers of your article. The abstract should, however, clearly and concisely indicate to the reader what questions will be answered in the article. You want to cultivate anticipation so the reader knows exactly what to expect when reading the article—if not the precise details of your conclusion(s).

### Do

- State your thesis clearly and as early as possible.
- Provide background information placing your work in the larger body of literature
- Use lucid and concise prose
- Explain the purpose of the work and methods used
- Use keywords and phrases that quickly identify the content and focus of the work
- Mimic the type and style of language found in the original article, including technical language

### Do not

- Refer extensively to other works
- Add information not contained in the original work
- Define terms
- Repeat or rephrase your title
- Use first-person pronouns in abstract text (e.g., instead of “In this article, I outline,” use “This article outlines”)

### Examples

The abstract should begin with a clear sense of the research question and thesis.

“While some recent scholars claim to have refuted the relevance of stylometric analysis for Plato studies, new technological advances reopen the question. This article uses two recently completed stylometric analyses of the Platonic corpus to show that advanced artificial intelligence techniques such as genetic algorithms can serve as a foundation for chronological assertions.”

It is often useful to identify the theoretical or methodological school used to approach the thesis question and/or to position the article within an ongoing debate. This helps readers situate the article in the larger conversations of your discipline.

“The debate among Watts, Koupria, and Brecker over the reliability of stylometry (2009) suggests that . . .” or “Using the definition of style proposed by Markos (2014), this article argues that . . .”

Finally, briefly state the conclusion:

“Through analyzing the results of Watts and Koupria’s genetic algorithmic stylometry, this article demonstrates that they provide solutions to roadblocks previously identified in stylometric analyses of the Platonic corpus for the purposes of developing a reliable chronology. These solutions . . .”

## PSU PRESS ALT TEXT GUIDE

Penn State University Press is committed to making its publications accessible to the widest audience possible. The inclusion of alternative text (or “alt text”) will allow those using assistive technology to access the images and other graphic elements (such as tables, charts, graphs, and maps) in the digital formats of articles. Authors are encouraged to submit alt text (and where necessary, extended descriptions) for all images and other graphic elements in their manuscripts.

*Note:* If sufficient information about the image is included in the caption or the text, alt text may be unnecessary.

### **General Guidelines for Composing Alt Text**

Alt text should clearly and concisely describe the content and function of an image. Please limit the description to the most important elements of the image. In most cases a one- or two-sentence description, consisting of no more than 250 characters (not including spaces), should suffice. If more than 250 characters are needed to convey the content and function of an image, please provide an extended description in addition to the alt text.

### **Extended Description**

For more complex images and graphic elements (such as graphs, charts, and maps), please provide an extended description with the necessary information. Any visible English text in an image must be transcribed in the extended description. Please note that images requiring an extended description must also have the shorter alt text.

### **Formatting and Submitting Alt Text**

Alt text should be submitted along with captions. The alt text for a figure should be set on a new line after the caption and should be preceded by <alt text>. An extended description, when necessary, should be treated in a similar manner, preceded by <extended description>. When drafting and formatting alt text, you should:

- capitalize acronyms so assistive technology reads them as separate letters and not words (e.g., US versus us);
- avoid complex symbols, such as brackets, quotation marks, dashes, ellipses, and mathematical symbols, as assistive technology does not treat all of these symbols consistently;
- write in complete sentences but avoid overly complex sentence structures.

For examples as well as additional information and resources, see [here](#).

### Final Submission Checklist (MLA)

- All authors and coauthors are listed in the submissions interface.
- At least one author has been designated as the corresponding author with contact details:
  - E-mail address
  - Affiliation
  - ORCID number has been provided (if you have one)
- Necessary funding statements have been provided, including funding organization name, the organization's DOI, and grant numbers if you have them.
- All necessary files have been uploaded. Submission must include:
  - Abstracts (150–200 words)
  - Keywords (3–5)
  - Separate image files (tiff, jpg, include relevant captions, **not inserted into Word file**)
  - All tables (including titles, description, footnotes)
  - Ensure all figure and table citations in the text match the files provided.
- Journal policies detailed in **submission guidelines have been reviewed** and **journal style guide has been followed**.
- Manuscript has been checked for spelling and grammar.
- Manuscript and Notes and or Works Cited sections follow the most recent *MLA Style* guide (9th edition) for formatting and language.
- You have used endnotes and not footnotes.
- All references mentioned in the Works Cited list are cited in the text.
- If you only have 1 note or 1 work cited, the sections are called Note or Work Cited (not Notes or Works Cited).
- Permission has been obtained for use of copyrighted material from other sources (including the Internet and for image use). Please provide permission documentation to journal editor for images or long text excerpts under copyright.
- All figures have been provided as individual image files (**not inserted into Microsoft Word**) and are 300 dpi at a sizing of at least 2.25 inches wide.
- **Alt text has been provided** to describe all supplied images, tables, and charts. See **PSU Press Alt Text Guide** in submission guidelines and reference more information [here](#).
- You have saved your article in a docx file format, not as a PDF or other file format.