

The Scriblerian

AND THE KIT-CATS

Style Sheet

The Scriblerian follows the CMOS (18th ed.) Style sheet in bibliographic and footnote form (slightly modified).

Book Reviews

1. Headings as well as the text should be double-spaced.

2. The author's last name appears first, for example:

HAVEL, VÁCLAV. *The Beggar's Opera*, trans. Paul Wilson, introd. Peter Steiner. Cornell, 2001. Pp. xxxi + 84. \$25; \$15 (paper).

3. The title is in italics. If the title is not in English, it should be translated; for example:

MARIALUISA BIGNAMI. *Daniel Defoe dal Saggio al Romanzo (Daniel Defoe from Essayist to Novelist)*. La Nuova Italia Editrice, 1984. Pp. xi + 130. € 120.

4. The publisher and date come next. See examples above. Omit the city of publication. Omit "university" and "press" from the names of presses.

5. Pagination. The front matter is in Roman numerals (see examples above).

6. Price. It should be given in the currency offered by the publisher (see examples above). If the book appears in two forms—hard and soft—the hard should be listed first, followed by a semicolon, then the soft followed by paper (see example 2 above). If the price is not on the jacket or enclosed, please use on-line sites to find it (preferably the publisher's, but also Amazon, etc.).

7. For multiple volumes:

The Dictionary of Eighteenth-Century British Philosophers. Ed. John Yolton, John Vladimir Price, and John Stephens. 2 vols. Thoemmes, 1999. Pp. xxiii + 1012. \$550.

8. For an edited book, see example 7 above.

9. After the review, the reviewer's name (in italics) should be flush with the left margin. On the same line: university affiliation, if any (also in italics), flush with the right. For example:

Elizabeth Kraft

University of Georgia

Article and Chapter Reviews

1. Double-space **all** lines, including the heading.
2. The author's last name is first and should be flush with the left margin. For example:

Kelly, James. "The Worcester Affair." *RES* 51 (February 2000): 1–23.

3. If the title is not in English, please translate it. For example:

Calzecchi-Onesti, Cristina. "Leopardi e i Traduttori di Pope" (Leopardi and the Translators of Pope). *RLI* 92 (January-April 1988): 77–82.

4. Abbreviate the titles of journals if they are listed in the annual *PMLA Bibliography* (see examples above).
5. Include the month as well as the year, and the issue number.
6. In citations of multiple pages, give at least two digits for ending page: i.e., "196–97," not "196–7" or "196–197." But, a hyphen should never precede a zero: "104–109," not "104–09" or "104–9."
7. After the review, the reviewer's name (in italics) should be flush with the left margin; university affiliation, if any (in italics) flush with the right margin. For example:

Paula R. Backscheider

Auburn University

Note: International Advisors, and Contributing and Senior Editors (listed on the inside front cover) are recognized by initials.

Content

A review should be compact and critical. It is not an abstract. It should point out the major strengths and shortcomings and allot praise or blame. Remember that *The Scriblerian* pays tribute to, among others, the age of Pope and Swift; we encourage wit and verve, even sharpness, not for their own sake, but because "sometimes it is difficult not to write satire."

Punctuation

1. Follow American practices:
 - a. Commas and periods remain inside quotation marks: ". . . useless," "deadly,"
 - b. Use double quotation marks for quotations.
2. For a possessive of a name ending in s, add "'s," as in "Mr. Pinkus's essay."

Quotations

Two or three lines of poetry do not need an indentation; use a slash at the end of each line (“ . . . what sin to me unknown / Dipt me in ink . . . ?”). There should be space before and after the slash.

House Style

1. Never use the author’s full name; it is in the heading.
2. Write out eighteenth century and other centuries (hyphenate if used as an adjective).
3. Little-known works should be dated, as in *Mundus Muliebris* (1690); obscure figures follow the same rule, as in James Robertson (1714-95).
4. For dashes, use two hyphens with no space before or after them (death—clearly unforeseen). Note: an em dash (—) is preferable if possible. When copyediting, ensure that you indicate change to em dashes if inappropriate punctuation has been used.
5. After a work is cited in full, it should be cited with an abbreviated title (*Travels* for *Gulliver’s Travels*).
6. **The page ranges for quotes cited from a reviewed essay or book should not be cited.**
7. The words “Preface,” “Introduction,” “Foreword,” “Chapter,” and “Afterword” should be capitalized when you refer to a specific work. Follow number style (see 14 below) for chapter numbers.
8. Do not use brackets. Use parentheses within parentheses.
9. The prose should be de-gendered. Plurals should be used to avoid he/she constructions: “When readers are annoyed, they shut the book” rather than “When the reader is annoyed, he or she shuts the book.” Also avoid: “When the reader is annoyed, they shut the book,” a solecism.
11. Avoid abbreviations (such as e.g. and i.e.); we prefer: “for example” and “that is.”
12. Use American spelling (such as theater, skepticism). See <<https://www.merriam-webster.com/>> or <[Hardcopy](#)>.
13. For dates, follow the American pattern: month, day, and year (May 17, 2001).
14. Spell out numbers through ninety-nine (as in ninety-nine and 100), including chapter and volume numbers.
15. Use Oxford comma.

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

- 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.