

SUBMISSION GUIDELINES FOR AUTHORS

Soundings: An Interdisciplinary Journal invites essays on topics related to any and all aspects of the human condition, particularly aesthetic, moral, political, economic, scientific, and religious values. We welcome work from a variety of disciplinary and especially interdisciplinary approaches, including the arts, cultural studies, history, literature, philosophy, and religion. Reviews of books, films, and exhibits are also welcome.

Article submissions should be between 3,000 and 10,000 words and should incorporate the latest *Chicago Manual of Style* citation format.

Upon submitting your manuscript, the author(s) will receive email confirmation. It will then be assigned to an editor who will determine if it merits consideration by outside reviewers. Articles sent out for review are subject to a double anonymized peer review process. After the reviews are completed, the editors will contact the author(s) with the reviewers' feedback and our publication decision, usually within 10 weeks of submission. After completing needed revisions, the revised submission will also need to be submitted through the editorial management system.

To submit a manuscript, please visit <http://www.editorialmanager.com/soundings/> and create an author profile. The online system will guide you through all the steps needed to upload your manuscript. General questions can be directed to soundings@duke.edu

General Submission Criteria

- Please remove all references to or clues about your identity as author(s) from the main text and footnotes.
- Tables, figures, appendices, and photos must be submitted as separate files / documents from the article text.
- Include an abstract of up to 150 words on the first page of your manuscript.
- Identify 1-5 key words selected for maximum discoverability by readers.
- Include an author(s) biography of up to 75 words.
- Sign the online Penn State University Press copyright agreement (available automatically) when you upload your submission.

- Authors are responsible for securing permissions and paying any required fees for the use of any material in the manuscript previously published elsewhere. Copies of permission letters must be sent to the Pennsylvania State University Press with the author's publication contract.
- Authors must guarantee that the contribution does not infringe any copyright, or violate any other property rights, or contain any libelous or unlawful matter.
- Authors must guarantee that the contribution has not been published elsewhere and is not currently under consideration elsewhere.

Manuscript Formatting Guidelines

- Articles should be submitted as Microsoft Word files.
- All text, including notes and works cited should be formatted in Times New Roman font, size 12 point, with double line spacing throughout.
- Length: 3000 to 10000 words for an article-length manuscript / 1000 to 2000 words for a book/film/exhibit review.
- Paragraph indentation by tab only, not space bar or paragraph indent function.
- Number pages at the bottom right.
- No function of "Track Changes" should be in use. Please check your document for any remaining tracked changes, hidden text, or comments, and delete them.
- "Style" field should read "Normal" throughout text
- Headings should be used sparingly and only when necessary. Use bold font. If use subheads, they should be in italics to distinguish them from a full heading.
- Epigraphs and extracts from other texts should be set off with single line spacing. On the line after an epigraph, be sure to include the name of the author and the source; do not use an endnote.
- Convert all footnotes to endnotes. Endnotes should be double spaced, and rendered in 12-point Times Roman.
- Tables / figures / appendices:
 - Must be submitted as separate files / documents from the article text. All tables or appendices should be in a single Microsoft Word document; Charts and graphs should be submitted in Microsoft Excel document.
 - Author should indicate in the text the desired placement, for example:

<Table 1>, <Figure 2>, <Appendix 1>

- Figures must be submitted in the original format at the size the author would like them to appear.
- Digital images should be submitted in either .tiff or .jpeg files at 300 dpi at the size the images are to appear. If possible, all digital files (photos) should be grey scale.

Additional Style Requirements

- Strive to present your work in a style designed for an informed but not discipline-specific readership. Avoid discipline specific terminology and define all acronyms and all other not readily understandable terms.
- Use single spaces between sentences throughout the manuscript.
- Ellipses:
 - When omitting part of a sentence with an ellipsis, use three periods with a space before, in between and after (“ . . . and . . . “).
 - If the end of a sentence is omitted, use four periods, the first immediately following the text, and the following spaced as above.
 - Use a four dot ellipsis if an entire sentence is omitted.
 - Do not use ellipses at the beginning or end of a quotation.

Book Reviews

The journal accepts reviews of 1000-2000 words but encourages longer reviews and review essays of any length up to 4000 words.

- Reviews can focus on one book or might include additional books on related subjects.
- The ideal review would be a portal into a broader discussion or topic. For example, the review might serve as an opportunity for the reviewer to explore the state of criticism in a field, or to reassess new trends in scholarly methodology, or to meditate on broader cultural issues intersecting with the book’s argument.
- Because *Soundings* is committed to interdisciplinary scholarship, the editors encourage comparative analysis in the reviews and review essays.
- The review must be headed by the following information: title of publication; name of author or editor(s); publisher; publisher’s address; date of publication; number of pages;

ISBN number (if available in both hardcover and paperback, indicate numbers for both); and selling price(s).

- Include the reviewer's name and affiliation

The Book Review Editor will expect completed reviews 3-4 months after reviewers receive the book. All reviewers must submit their reviews through the Editorial Manager submission site: <https://www.editorialmanager.com/soundings/>

Endnotes and Reference List Format

- Please follow all *Chicago Manual of Style* guidelines.
- If notes are used, please use endnotes AND ALSO a reference/works cited list under the title "Bibliography."
- Endnotes must be numbered consecutively throughout the article and be indicated by the superscript numerals following the punctuation at the end of a sentence.
- The endnote numbers at the end of the article should not be superscript text and should be a number followed by a period.
- All endnote entries must be double-spaced at the end of the article and must appear before references page. All sources cited in endnotes must be identical to that in the reference list.
- Translations:
 - Include in endnotes translations for all quotations in languages other than English. Translations for individual foreign words, run-in quotes, and block quotes should be in parenthesis in the body of the manuscript..
 - If using English translation in the body of the manuscript, include quotation in original language in the endnotes.

EndNotes (first and subsequent citations) and Bibliography Examples

Book – single author

1. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99–100.

2. Pollan, *Omnivore's Dilemma*, 3.

Pollan, Michael. *The Omnivore's Dilemma: A Natural History of Four Meals*. New York: Penguin, 2006.

Two or more authors

1. Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52.

2. Ward and Burns, *War*, 59–61.

Ward, Geoffrey C., and Ken Burns. *The War: An Intimate History, 1941–1945*. New York: Knopf, 2007.

Editor, translator, or compiler instead of author

1. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.

2. Lattimore, *Iliad*, 24.

Lattimore, Richmond, trans. *The Iliad of Homer*. Chicago: University of Chicago Press, 1951.

Journal article**Article in a print journal**

1. Joshua I. Weinstein, “The Market in Plato’s *Republic*,” *Classical Philology* 104 (2009): 440.

2. Weinstein, “Plato’s *Republic*,” 452–53.

Weinstein, Joshua I. “The Market in Plato’s *Republic*.” *Classical Philology* 104 (2009): 439–58.

Article in an online journal

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 only if one is required by your publisher or discipline.

1. Gueorgi Kossinets and Duncan J. Watts, “Origins of Homophily in an Evolving Social Network,” *American Journal of Sociology* 115 (2009): 411, accessed February 28, 2010, doi:10.1086/599247.

2. Kossinets and Watts, “Origins of Homophily,” 439.

Kossinets, Gueorgi, and Duncan J. Watts. “Origins of Homophily in an Evolving Social Network.” *American Journal of Sociology* 115 (2009): 405–50. Accessed February 28, 2010. doi:10.1086/599247.

Article in a newspaper or popular magazine

Newspaper and magazine articles may be cited in running text (“As Sheryl Stolberg and Robert Pear noted in a *New York Times* article on February 27, 2010, . . .”) instead of in a note, and they are commonly omitted from a bibliography. The following examples show the more formal versions of the citations. If you consulted the article online, include a URL; include an access date only if your publisher or discipline requires one. If no author is identified, begin the citation with the article title.

1. Daniel Mendelsohn, "But Enough about Me," *New Yorker*, January 25, 2010, 68.
2. Sheryl Gay Stolberg and Robert Pear, "Wary Centrists Posing Challenge in Health Care Vote," *New York Times*, February 27, 2010, accessed February 28, 2010, <http://www.nytimes.com/2010/02/28/us/politics/28health.html>.
3. Mendelsohn, "But Enough about Me," 69.
4. Stolberg and Pear, "Wary Centrists."
Mendelsohn, Daniel. "But Enough about Me." *New Yorker*, January 25, 2010.
Stolberg, Sheryl Gay, and Robert Pear. "Wary Centrists Posing Challenge in Health Care Vote." *New York Times*, February 27, 2010. Accessed February 28, 2010.
<http://www.nytimes.com/2010/02/28/us/politics/28health.html>.

Thesis or dissertation

1. Mihwa Choi, "Contesting *Imaginares* in Death Rituals during the Northern Song Dynasty" (PhD diss., University of Chicago, 2008).
2. Choi, "Contesting *Imaginares*."
Choi, Mihwa. "Contesting *Imaginares* in Death Rituals during the Northern Song Dynasty." PhD diss., University of Chicago, 2008.

For additional examples of Endnote/Bibliography style AND for Author-Date style of CMS

see Chicago Manual of Style Online currently available at:

http://www.chicagomanualofstyle.org/tools_citationguide.html

Guidelines for writing an abstract

An abstract allows readers to quickly and accurately identify the basic content of your article. It is an invaluable research guide because it is most often what potential readers use to decide whether your article is relevant for them.

Abstracts at a Glance:

- Condensed version of the article
- Highlights the major points covered
- Concisely describes the content and scope of the work
- Helps readers decide whether to read the entire article
- Provides readers with a preview of research
- Contains relevant keywords for searching and indexing

Many online databases, such as JSTOR, use both abstracts and full-text options to index articles.

Therefore, abstracts should contain keywords and phrases that allow for easy and precise searching. Incorporating keywords into the abstract that a potential researcher would search for emphasizes the central topics of the work and gives prospective readers enough information to make an informed judgment about the applicability of the work.

Writing Tips

An abstract is a self-contained piece of writing that can be understood independently from the article. It must be kept brief (approximately 150–250 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

- Include your thesis, usually in the first 1–2 sentences
- Provide background information placing your work in the larger body of literature
- Use the same chronological structure as the original work
- Follow 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

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. In this article I use 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 (PMLA 126.5, Fall 2009) suggests that . . .” or “Using the definition of style proposed by Markos (2014), I argue that . . .”

Finally, briefly state the conclusion.

“Through analyzing the results of Watts and Koupria’s genetic algorithmic stylometry, I demonstrate 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 . . .”