

## *Style Sheet for Authors*

Our Style Sheet guidelines are intended to help contributors with formatting and other editing tasks prior to submission. If there are any other queries you have then please feel free to email us at [renaissancehubmag@gmail.com](mailto:renaissancehubmag@gmail.com).

### **Style**

- Article title: Georgia 28 point, italics, centred.
- Headings: Open Sans<sup>1</sup> 14 point, underlined, left justification.
- Body Text: Open Sans 14 point, normal, fully justified. Paragraphs are not indented. There is a one line gap between paragraphs.
- Line spacing: Single space.

### **Figures, Tables, and Graphs**

With regard to images, it is usually our policy to choose relevant early modern artwork ourselves. However, if there is an image you would particularly like to see feature alongside your text then please list it at the bottom of your submission. All artwork from the 15th, 16th and 17th centuries is in the public domain. Please make sure that any more recent images you want to include (dating from 1923 onwards) possess a creative commons license and are legally allowed to be reproduced. Where possible include a link or description to the website/other source the image came from so that this can be included in the image's hyperlink. The same applies to any charts or tables you might want to feature.

### **Quotations:**

- Shorter quotations: Shorter quotations always appear in single quotation marks. Single quotation marks appear after commas and full stops.

---

<sup>1</sup> Open Sans is not available on Pages for Mac. If it is not available to you, use Tahoma instead and the font will be changed by the editor.

- Longer quotations: Quotations longer than 50 words are presented with single quotation marks, Open Sans 14 point, italics, centred. Block quotes should be preceded and followed by one blank line.

- Quotations with quotations: Use single inverted commas for quotations and double inverted commas for a quotation within a quotation:

e.g. 'There is some evidence, certainly, that the role of humanitarian reformer that Clym was called upon to play was not an altogether natural extension of his personality. "The humblest walk of life would satisfy him," Hardy was to report'.

- Referencing verse from plays and poems: Use a slash with a space on each side to show where a new line begins. Verse quotations longer than three lines should have single quotation marks and be written in subsequent lines (Open Sans, 14 point, italics, left justification).

e.g.

*'There, through bewildered branches, go  
Winged Loves borne on in gentle strife  
Tossing and tossing to and fro  
The flaming circle of our life.'*

- As stated above, punctuation marks must be placed after the quotation marks, but the symbols for interrogation or exclamation intrinsic to the quote's meaning should be kept within the quotation marks.

## **Text Types**

- Use italics: To emphasise words or short sentences; when using a foreign word or phrase; when referring to book titles.

## **Spelling**

- Please use British English and be consistent throughout.

## **Other**

- Writing 'centuries': 21st century England