INSTRUCTIONS FOR AUTHORS

Studia Philologia publishes original and innovative research in philology that has not been previously published elsewhere, either partially or in full, in the original language or in translation. Additionally, the manuscripts should not be or have been submitted for consideration to any other journal.

Articles

Articles based on research presented at conferences, or any revised versions thereof, may be sent to our journal only if they have not been submitted for publication in conference proceedings.

The articles published in *Studia Philologia* may be published afterwards in any other journals and may be included in subsequent books written by the author, in the original language or in translation, on condition that *Studia Philologia* is cited as the original publisher.

Articles should be sent to the journal by the authors themselves. By submitting a manuscript to *Studia Philologia*, the authors acknowledge that it represents the final draft and consent to have it reviewed for publication. The authors shall bear sole responsibility for the content of their articles throughout the reviewing process.

Studia Philologia will not accept multiple submissions by the same author for the same issue.

The journal has a double-blind peer review policy. The articles that pass the initial editorial screening and selection enter the double-blind peer review process pursuant to which the authors will receive two evaluation reports for the submitted material. Based on the recommendations of the reviewers, the editors make an informed decision on whether to accept or reject the article. In the case of multiple authors, only the corresponding author will receive these reports. Authors are advised to include their identification data when submitting a manuscript; it is the duty of the editor and/or theeditor of a special-themed issue to anonymize the materials while handling the logistics of the peer-review process.

Submissions that include slanderous, discriminatory or illegal material will not be accepted.

Book reviews and interviews

In addition to research studies, *Studia Philologia* publishes book reviews and interviews with personalities in the field of philology. The above terms apply to these materials as well.

The journal welcomes both commissioned and unsolicited book reviews targeting its fields of interest. Book reviews should be around 1,000-1,500 words and consider solely relevant works published in the previous 3 years.

The size and structure of the interviews will be discussed with the editor.

General information	
Copyright	By submitting an article for publication, the authors guarantee the originality of the material and ensure that it does not infringe on the copyright or licence rights of a third party. It is the authors' responsibility to ensure they obtain permission to reproduce any materials subject to copyright.
Timeline	The journal is published on a quarterly basis; the submission deadlines for authors and editors are: - 1 November for Issue 1, - 1 February for Issue 2, - 1 May for Issue 3, - 1 August for Issue 4. The executive editor receives papers for publication and proposals for the editing of special themed issues. Authors should submit articles in two formats: Word 97-2003 (minimum) and PDF. The editor of a special-themed issue will likewise send the selected articles to the journal in the same formats (Word and PDF). Articles should be submitted electronically, using the email address of the journal: philologia.studia@ubbcluj.ro.

DRAFTING GUIDE

Important	Submissions which do not comply with the instructions in this Drafting Guide will not be taken into consideration for publication.

Articles

Languages	Articles should be written in one of the following languages: **English, French, German, Spanish, Italian, Portuguese, or Norwegian**. We accept both British and American English Spelling, as long as the grammar, spelling and punctuation rules are followed consistently.
Title	**The title** should be informative and no longer than 15 words. A maximum length of 70 letters is recommended. Written entirely in **UPPERCASE**, bolded letters. Alignment: centre. Font size: **13.**

	For article titles that include the title of another book (novel, collection of poems), do not mention the year the book was published.
Author(s) names	The title is to be followed by the author's name, underneath, with 1 empty space in between. The author(s)' full name, written in **UPPERCASE**, bolded letters, should be followed by a footnote containing a bionote of maximum 150 words that shows their position and institutional affiliation, their most important academic accomplishments and/or fields of interest, and their email address.
Biographical note	Format example: **John SMITH** is a professor at… Font size: **9.** Spacing: single. This should be written as a footnote that leads to the author's name. It should begin with the author's name: the first name written in lowercase and the last name in uppercase. The biographical note should include the author's email address.
Abstract and keywords	The abstract (no longer than 250 words) should be written in both English and Romanian, regardless of the language in which the article is submitted, and clearly state the thesis and main conclusions of the article. In the abstract, the author should first mention the title in English and Romanian, separating it from the body of the abstract with a period. Citations may not be included in the abstract. Below the abstract, the author should include five keywords to be used for indexing in international databases. Keywords should be written in both English and Romanian and listed below their respective abstract. Foreign authors may request the journal editors' assistance in translating the title, abstract and keywords into Romanian. Format example: **ABSTRACT.** *Article title.* Abstract text. Font size: **10.** Spacing: single. Format example: ***Keywords:*** *fiction, ethics, continental philosophy, hauntology, Romanian literature* Font size: **10.** Spacing: single.
Length	**The text** of the article should be between 5,000 and 7,000 words (including footnotes).
Spacing	Articles should be drafted in **single-spaced** A4 format (21 x 29.7 cm), portrait layout, margins: 4.8 cm top/bottom and 4 cm left/right. The text should always be justified.

Font	Cambria.
Font size	**13** (title), **11** (text), **10** (abstract, keywords, block quotations and works cited), **9** (biographical footnote).
Paragraph indentation	1.25 cm.
Quotations indentation	1.25 left, and 1 cm right.
Legends for images or tables	Cambria 10, titling Figure 1 or Table 1 in bold, with the remaining legend in plain text.
Special characters	For sections containing special characters (Greek, Cyrillic, Hebrew, Asian etc.) the authors should submit the article in an editable format. A PDF document should also be provided for page layout purposes. Authors should send the special fonts they used. Diacritics should be used in names and titles written in Romanian.
Lettering	*Italics* should be used for emphasis, keywords in a language other than that of the article, and titles of books, movies etc. Do not use **bold** or <u>underline</u> for emphasis. **Bold** letters should be used for headings and subheadings.
Block quotations	A prose quotation of five or more lines should be blocked. Block quotations should not exceed 100 words so as to not interfere with copyright claims.
In-text translations	Quotations in languages other than English should be rendered in an English translation, whose source should be acknowledged in a parenthetical note. The source of the translated text should be included in the 'Works Cited' section. In case there is no published translation, the author may provide their own. The source of the quotation should be referenced in a footnote which should also include the text in the original language, with the mention (my translation).
Page numbering	Pages should not be numbered.
Headers/ footers	Headers and footers should not be included.

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Headings	Headings and subheadings should be written in **bold**. Font size: **11.** Indentation: **1.25 cm** Spacing: **1.5 lines** between the heading and the following text.
Footnotes	Footnotes should be used for elucidation and may not contain bibliographical references to the corresponding quotations used in the article. Notes can include bibliographical references if they are ancillary to the article's thesis, such as "for further reading see...". Endnotes should not be used.
Works Cited section	Should immediately follow the article, with one additional space between the article text and the title **WORKS CITED**. Title font size: **13.** Cited works font size: **10.** Spacing: **single**. The second row of the bibliographical entry should be indented 1.25 cm.
Illustrations	Authors who do not use Word software should submit their files in a different format (.pdf, .idd, .rtf, .txt, etc.); illustrations should preferably be inserted in the text of the article but they can also be submitted separately with .bmp, .tif, .jpg extensions and 150-300 dpi resolution. Itemizing images (for example, Figure 3) must be chronological and correspond to the order of their appearance in the text. In addition to the Word file, a .pdf version should be submitted to aid viewing and formatting.

Book reviews

Spacing	Books reviews should be **single-spaced.**
Font	Cambria
Font size	**11**
Paragraph indentation	1.25 cm
Title	Should be the title of the reviewed book including the name of the author, place and name of publisher, year of publishing and page count, e.g.: N. Katherine Hayles, *How We Became Posthuman: Virtual Bodies in Cybernetics, Literature, and Informatics,* Chicago: The University of Chicago Press, 1999, 350 p. Font size: **13**. Alignment: Centre The title should be written in **bold.**

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Page layout	The text of the review should be divided into two columns: Width: 7 cm Spacing: 0.66 cm
Front cover	The review should include an image of the cover of the reviewed book. Image position: Top Centre with Square Text Wrapping Image size: Height: 11 cm, Width: 7.5 cm The image should be positioned so that the top of the image can be parallel to the first row of the review's text.
Author's information	At the end of the text, the author of the review should provide their information as follows: **FIRST AND LAST NAME** *Affiliation* *City, Country* *Email:* The author's information should be placed on the right side column, aligned right. Font size: **11.**

References

References	*Studia Philologia* prefers the in-text citation form recommended by the **Chicago Manual of Style 17th Edition, the AD format**. Thus, references for quotations, paraphrases and short summaries will be marked, as follows: (Smith 2016, 315–16) (Grazer and Fishman 2015, 12) (Keng, Lin, and Orazem 2017, 9–10)
Within the same parentheses	Separate the references with semicolons. If citing more than one work by an author, do not repeat the name: (Smith 2010, 2012; Banville 2005) (Smith 2010, 2012, 55; Banville 2005, 131-132)
Repeat mentions in the same paragraph	Place the parenthetical citation after the last reference in the paragraph or at the end of the paragraph before the final full stop (period). If the reference is to a difference page, however, put the full citation at the first reference and then include only the page number at the next mention: Text (Banville 2005, 22). … more text … "quoted text" (37).

Works Cited

Works Cited	Bibliographical entries must correspond exactly with the quotations, paraphrases, and summaries in the text. The bibliography should not contain subsections or references that do not appear in the article. The bibliography should be listed at the end of the article and should contain an alphabetical and chronological list of all works cited, as follows:
Book	Smith, Zadie. 2016. *Swing Time*. New York: Penguin Press.
Book with two authors	Grazer, Brian, and Charles Fishman. 2015. *A Curious Mind: The Secret to a Bigger Life*. New York: Simon & Schuster.
Book, mentioning the translator	Lahiri, Jhumpa. 2016. *In Other Words*. Translated by Ann Goldstein. New York: Alfred A. Knopf.
Article in journal	Satterfield, Susan. 2016. "Livy and the *Pax Deum*." *Classical Philology* 111, no. 2 (April): 165–76.
Article in journal by 3 authors. In the case of more than 3 authors, the abbreviation et al. will be used after the name of the first author	Keng, Shao-Hsun, Chun-Hung Lin, and Peter F. Orazem. 2017. "Expanding College Access in Taiwan, 1978–2014: Effects on Graduate Quality and Income Inequality." *Journal of Human Capital* 11, no. 1(Spring): 1–34. https://doi.org/10.1086/690235.
Article in a magazine	Manjoo, Farhad. 2017. "Snap Makes a Bet on the Cultural Supremacy of the Camera." *New York Times*, March 8, 2017.
Chapter or other part of an edited book	Thoreau, Henry David. 2016. "Walking." In *The Making of the American Essay*, edited by John D'Agata, 167–95. Minneapolis: Graywolf Press.
Doctoral dissertation	Rutz, Cynthia Lillian. 2013. "*King Lear* and Its Folktale Analogues." PhD diss., University of Chicago.
Interview book	Stamper, Kory. 2017. "From 'F-Bomb' to 'Photobomb,' How the Dictionary Keeps Up with English." Interview by Terry Gross. *Fresh Air*, NPR, April 19, 2017. Audio, 35:25. http://www.npr.org/2017/04/19/524618639/from-f-bomb-to-photobomb-how-thedictionary-keeps-up-with-english.
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