No stylesheet. Avoid internal numbering, such as 1, 2, 1.1, 1.2 etc.

Text

- Main text in Times 12 pt, single-spaced, justified, first line intented 0,5 cm, Do not hyphenate.
- Words in a language different from the main text must be in italics (except in quotations)
- Capitals are accented.
- Centuries in arabic numerals, e. g.: 12th century.
- When citing names include the first name.
- Quoted titles in the main text must be in italics.
- Use typographic quotation marks with one hard space on each side of quotation (« ... » and « ... ‘...’ ... »).
- Footnote numbers: There should be no space between footnote number and the word it refers to. Normally the footnote number precedes a punctuation mark. If, however, a quotation follows the punctuation, then the footnote number comes after the closing quotation mark.
- Short citations (< 2 lines): are integrated in the main text between quotation marks.
- Long citations (> 2 lines): in Times 11 pt, standard, single-spaced, without quotation marks, justified, 0,5 cm intended on the left side.
- Omission in a citation: use (...).
- Footnotes: Times 11 pt, single-spaced, justified, without indention.

Bibliographical References

- Monograph: First name not abbreviated, surname in small capitals, title and subtitle in italics, place and year of publication, page(s) (p. and not pp., p. 164-169 and not 164-69).
- Journals: First name not abbreviated, surname in small capitals, article title (with one hard space on either side) in french quotation marks, journal title in italics, volume number in arabic numerals, year (preceded by comma), p.
- Contributions to books: First name not abbreviated, surname in small capitals, contribution title (with one hard space on either side) in french quotation marks, followed by “in”, first name and surname of editor, etc.
- Series: Reference to series is put in brackets following the year of publication, in italics, volume number (within series) in arabic numerals preceded by comma.
- Please do not use ‘op. cit.’ Book title or article title is written in full length at first quotation, afterwards only in an abbreviated form (first words of title).
- ‘ibid.’ only used when the reference is exactly the same as the one preceding it.

Abbreviations

- Indication of pages: p. 150-155 ;
- of footnotes: p. 42, n. 25 ;
- of columns: col. 632 ;
- of folios: fol. 3v.
‘manuscript’ is written unabbreviated, except in shelf marks
Exemples de citations et de références bibliographiques

Citation courte

A todo ello hay que añadir dos menciones únicas, una, también específica: « ad Barchinonensem consulem » (247.12); y otra, general, incluida en una enumeración junto a otras dignidades, al estilo de las vistas en los documentos: « regum et imperatorum, consulum et potestatum aliorumque insignia heroum facta » (149.2).

Citation longue avec coupure

Such words were those which Isidore would probably have approved of as he watched the development of the Latin language, for in his Etymologiae he observes that it is easier for people to understand a new word if they recognized its source, while if a word is taken from a foreign language it is hard to know what its source or meaning is:

etymologia est origo vocabulorum, cum vis verbi vel nominis per interpretationem colligitur. (...) cuius cognitio saepe usum necessarium habet in interpretatione sua. Nam dum videris unde ortum est nomen, citius vim eius intellegis. (...) alia (nominia) (...) ex nominibus locorum, urbi vel fluminum traxerunt vocabula. Multa etiam ex diversarum gentium sermonem vocabula. Unde et origo eorum vix cernitur.

Isidore would presumably have been less comfortable with the influx of words, mainly technical terms, from Greek and Arabic, in the fields of medicine, astronomy and alchemy. Examples of such words are elixir and algorithmus.

Références d’ouvrages


Christian MEYER, Les traités de musique, Turnhout, 2001 (Typologie des sources du Moyen Âge occidental, 85).


Référence d’article dans une revue


Référence d’article dans un ouvrage collectif