

## REFERENCES

Citations and references are identified by author (or first author, if there is more than one) and year of publication. References should be gathered into a bibliography at the end of the paper, with citations within the body of the text (rather than as footnotes).

### Citations

Citations in the text should give the author's surname and year, plus page range where appropriate. The citation should be enclosed in parentheses, with the year enclosed in square brackets. The following examples should illustrate the various conventions:

'In this paper I will address an argument originally presented in (Smith [2001]). A variant of this argument has been given by Jones ([2002]) and more recently by Kendall ([unpublished]), drawing on ideas in (Brown [1998], [1999]) and (Peters [1956], pp. 123–9). Others have addressed similar issues; see for example (Phillips and Lewis [2004]; Clarke [1989a], [1989b]; Anderson et al. [2005]). (For details of terminology, the reader is directed to Freeman [forthcoming]).'

Note:

- If the author name is part of the sentence, it should not be repeated in the citation. So, e.g., "Jones and Smith ([1994]) advocate the use of..."
- In a single citation, multiple papers by the same author should be separated by **commas**; papers by different authors should be separated by **semi-colons**.
- If you cite two items with the same author and year of publication, they should be distinguished by appending 'a', 'b' etc to the year – i.e. the years should be [2006a], [2006b] etc (rather than [2006], [2006a] etc.)
- Items with multiple authors may be abbreviated by 'et al.' in citations (but the bibliography entry should name each author).
- Items that have not appeared in print should be given as [unpublished], or as [forthcoming] if the item has been accepted for publication but has not yet appeared. If there are multiple such entries for the same author, they should be [forthcoming (a)], [forthcoming (b)], [unpublished (a)], [unpublished (b)] etc. An exception to this rule: items written primarily for publication online, such as entries in the Stanford Encyclopedia of Philosophy, should be given a year as usual.
- Page numbers and page ranges should be preceded by 'p.' or 'pp.' respectively. Page ranges should be given as, for example 'pp. 123–9', not 'pp. 123–129' (i.e. all identical leading digits should be removed).
- If a citation comes within a parenthetical remark, and the insertion of additional parentheses would be distracting, they may be omitted. Thus, for example, '(For more details, see Smith [2001])' rather than '(For more details, see (Smith [2001]))'.

## Bibliography Entries

The bibliography should be titled as follows:

### **References**

and should be a list of all (and only) the items cited in the text. The bibliography should be arranged in alphabetical order of first author; where multiple papers by the same author are cited, these should be arranged in order of year of publication.

The structure of the bibliography entry depends upon the kind of work cited.

Smith, A. B. [2001]: 'On Brown's Structural Anti-anti-realism', *Journal of Synthetic Analysis*, **72**, pp. 123–56.

Tavistock, M. [1917]: *A Treatise on Structures*, London: Webster Press.

Verne, I. E., Brown, P. F. and Kemp, K. [2005]: 'Structures and their forms', in M. S. Peters and K. Kemp (eds), 2005, *The State of Structuralism*, Boston, MA: MIT Press, pp. 51–7.

Note:

- All authors' names should be given in surname, initials format. (Please ensure that, in papers with multiple authors, this formatting is applied to all authors).
- Editors' names should be given in initials, surname format. After the name(s) of the editor or editors, insert '(ed.)' or '(eds)' accordingly.
- Where a paper has multiple authors or editors, they should all be named in the bibliography entry, with each name formatted as above.
- Year of publication should be in square brackets, followed by a **colon**.
- The title of an article in a journal or collection should be in **single quotation marks**. The title of a journal or book (including collections) should be in **italics**. Volume numbers of journals should be in **bold**.
- The page range should be at the end of the entry, in the format described in the previous section.
- The name of the publisher of a book or collection should be preceded by their location, separated by a **colon**.
- Apart from the colon after the year of publication, and between the location and publisher, all items should be separated by **commas**.

Where necessary, a note may appended to the end of a bibliography entry (e.g. to indicate that an item has been reprinted elsewhere).

Addresses of websites (including documents available online) should be surrounded with angle brackets, and should not include the 'http://' prefix. Thus, for example:

Jones, J. M. [2005]: 'Anti-Structuralism and the Mind', in E. Zalta (ed.), *Stanford Encyclopedia of Philosophy*, <plato.stanford.edu>  
Kemp, K. [unpublished]: 'Note on Smith', <www.example.ac.uk/~eg/document.pdf>

When an item has been published in a journal, secondary addresses for the article (such as an author's personal website, or an online archive) should not be given.

## **HEADINGS, ACKNOWLEDGEMENTS AND ABSTRACTS**

a). All sections and subsections should be headed and numbered, as in the following example:

### **2 A first counter-argument**

b). Acknowledgements, if any, should be collected at the end of the paper, before the References section, and headed:

### **Acknowledgements**

c). All papers must have an abstract, followed by a list of the sections and subsections of the paper. Note that if the paper contains subsections, these should be tabbed in below the section header, as follows:

- 1        *The state of the debate*
- 2        *A first counter-argument*
  - 2.1     *The strong requirement*
  - 2.2     *The weak requirement*

## **QUOTATIONS**

Quotations within the text should be surrounded by single quote marks (with double quotes only used inside single quotes). Longer quotations should be indented from the main body of the text. Any omissions in the quoted text (for length or clarity) should be indicated by ellipses within square brackets, or where necessary by interpolated text within square brackets summarizing the omitted text. Please do not insert any other annotations into quotations.

## **PERMISSIONS**

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## **REVIEWS**

If your article is a review, it should be titled as follows. If some of the details are not known to you (such as the price of the book), please notify the Assistant Editor when you submit your review, who can insert this information before publication.

REVIEW

AUTHOR NAME

*Book Title*

Location: Publisher, Year, price

ISBN

Reviewer Name

*Reviewer Location*

Where possible, reviewers should avoid the use of footnotes and should incorporate any footnotes into the text (in parentheses if necessary).