

Guidelines from A to Z for manuscripts submitted for the SAPERE series

1. Main text, footnotes and endnotes

Brackets

- In most cases, parentheses () are used; for exceptions, see below for indications “from – to”; if brackets have to be used within brackets, the outer ones are parentheses, the inner ones square brackets: e.g. “(see F. Muller, *The Roman Empire* [London 1966])”.

Emphasis of words within a text

- Always to be avoided: **Bold type**, spaced letters and underlining.
- SMALL CAPS are used for the names of authors in footnotes and endnotes as well as in the bibliography (*but not in the main text*); e.g. FRICKENSCHMIDT 1998, 194. Please note: “Id. ” and “ead. ” are *not* written in small caps!
- *Italics* can be used for rhetorical emphasizing (Example: “That is most convenient, as it means Simmias *cannot* involve himself in the action...”). *Italics* are also regularly used for the titles of ancient works (see below) as well as for the titles of monographs, journals and dictionaries (including abbreviations, see below “2. Bibliography”).

English Orthography

- We prefer the orthography of British English.

Footnotes and Endnotes

- Numbers of footnotes and endnotes are always put *behind* a punctuation mark (example: “Harold,¹ who was a great king,² never did anything rash.³”).
- Annotation to introduction and essays is given as footnotes *directly below the text*; annotation to the translation is given as endnotes *after* the end of the translation, starting on a new page.

“From – to”-indications

- For indicating “from – to” regarding pages, references, years, use the en dash (–), not the hyphen (-). Examples: “WILAMOWITZ 1905, 12–25”; “Verg. *Aen.* 3.12–24”; “the years 265–70 were the worst”.
- Always indicate the first and the last number of the pages quoted (e.g. “RUSSELL 1992, 18–27”; “PARKER 2007, 34–5”); never use “ff.”!
- If you want to highlight a certain section within an article, first indicate the pages of the entire article within square brackets. Example: M. B. TRAPP, “Dio’s Plato”, in: S. SWAIN (ed.), *Dio Chrysostom* (Oxford 2000) [213–239] 218–221.

Length of contributions/pages

- Essays in SAPERE volumes will normally not exceed 30 pages in length (the length of specific essays will be determined more precisely according to the concept of the individual SAPERE volume in question). “Page” (text and footnotes) in this case comprises a number ca. 2500 characters, including blank spaces.

Quotation Marks

- A quotation begins and ends with double quotation marks above (example: At the beginning of the tale we read: “He said that when his intelligence was driven from his body”;...).
- Single quotation marks are used within other quotation marks or when specially emphasizing a term.

Quoting Ancient Texts

- Quotations of ancient texts should be given in English with the original text in brackets or in a footnote.
- The ancient text treated in the current volume is quoted according to the instant text or translation. It is possible to differ but give an explanation in a footnote.
- Ancient Greek quotations and expressions are regularly written in Greek type (without quotation marks). For this a Unicode type *must* be used (we recommend Palatino Linotype, but others – e.g. Kadmos Unicode – are possible).
- Ancient Latin texts are written in *italics* (again without quotation marks).

Citing Ancient Authors and their Works

- Titles of ancient works are written in *italics*, both in unabridged and in abbreviated form, and both in original and in translated form (e.g.: Plato, *Politeia/The Republic*). Exception: Abbreviated titles of biblical books are *not* italicised (example: Gen, but *Genesis*).
- The abbreviations to be used for ancient works are being collected in a list of abbreviations for SAPERE authors, which will soon be available. Until then abbreviations should be used according to the list in *OCD* (3rd ed.).
- Numbers of books, chapters, paragraphs of ancient works are written in Arabian numerals.

Examples:

VP or *Vita Pythagorica*; Ailianos/Aelian, *Varia Historia* = Ael. *VH* 9.13; Aischylos, *Agamemnon* = Aesch. *Agam.* 568; Demosthenes, *On the crown* = Demosth. *or.* 18.57.

Citing Modern Scholarly Literature

- To save as much space as possible SAPERE uses the author-date (‘Harvard’) system for citing secondary literature in footnotes and endnotes: if a bibliographical item is mentioned *only once in the whole volume*, its details are given (in full) in the footnote or endnote referring to it, *and only there* (i.e. *not* in the bibliography). If an item is mentioned *at least twice in the whole volume*, it is cited in an abbreviated form indicating “AUTHOR year, page” (example: “RUSSELL 1992, 43”). The unabbreviated title is then listed in the bibliography, after repetition of the abbreviated form: i.e. “MULLER 1966 F. MULLER, *The Roman Empire* (London 1966)”.
- For the format of fully cited entries see below “2. Bibliography”. Please note: In footnotes and endnotes the titles of book series are *not* written in italics, in order to differentiate them from the preceding titles of monographs.
- If several passages are cited from the same bibliographical item, the page indications are separated by a comma that is followed by a blank space (example: FRICKENSCHMIDT 1997, 146–212, 234–45, 292–4.)
- If several bibliographical items are listed one after the other, they are separated by a semi-colon (;). Example: “NORMAN 1969, 16–7; RUSSELL 1992, 43”.
- If a volume has several authors or editors, these are separated by a slash with a blank space before *and* after it (example: “BOYCE / GRENET 1991”).

2. Bibliography

- The bibliography takes up the abbreviated citations of items in the footnotes and endnotes and then provides the full bibliographical details (see above).
- The bibliography is structured as follows: 1. Abbreviations (all those which are cited several times in the volume, but not very commonly used; other abbreviations according to the *Année Philologique*); 2. Editions, commentaries and translations of the text treated in the volume; 3. Secondary literature.
- Edited volumes and collections of essays that are cited several times *within* the bibliography (because several of their essays are listed separately in the bibliography) are also cited according to the Harvard system, with one entry giving the abbreviated form and then the full reference.
- References to edited volumes and collections of essays are introduced by “in:”. Please note: “in:” is not used before references to journals and dictionaries/encyclopaedias.
- The initials of the authors’ first names are written in capital letters; if there are several initials, they are separated by a blank space.
- If a volume has several authors or editors, these are separated by a slash with a blank space before *and* after it.
- *Italics* are used for the titles of monographs, book series (if not preceded by a book title), journals, dictionaries/encyclopaedias (also in abbreviated form), while the titles of single articles/essays are not italicised, but put within double quotation marks (“ ”). Place and year of publication are put within parentheses with no comma before and after it.
- Titles of book series, if following titles of monographs, are typographically differentiated, i.e. not put in italics.

Examples of abbreviations:

<i>Dar Sagl</i>	Ch. DAREMBERG / E. SAGLIO (eds.), <i>Dictionnaire des antiquités grecques et romaines d’après les textes et les monuments</i> (Paris 1877–1919; repr. Graz 1969)
<i>DPhA</i>	R. GOULET (ed.), <i>Dictionnaire des philosophes antiques</i> (Paris 1989–)
<i>EAA</i>	R. BIANCHI BANDINELLI (ed.), <i>Enciclopedia dell’arte antica classica e orientale</i> (Roma 1958–)
<i>NBCom</i>	D. GUTHRIE (ed.), <i>New Bible commentary</i> (London ?1968)

Examples of secondary literature:

FRICKENSCHMIT 1998	F. J. FRICKENSCHMIT, <i>Pythagoras Revived. Mathematics and Philosophy in Late Antiquity</i> (Oxford 1998)
BECK 1991	R. BECK, “Thus Spake not Zarathustra: Zoroastrian Pseudepigrapha of the Greco-Roman World”, in: BOYCE / GRENET 1991, 491–565
BOYCE / GRENET 1991	M. BOYCE / F. GRENET, <i>A History of Zoroastrianism III. Zoroastrianism under Macedonian and Roman Rule</i> . Handbuch der Orientalistik 1.8.1.2.2 (Leiden 1991)
BRAUND 1997	D. BRAUND, “Greeks and Barbarians: The Black Sea Region and Hellenism under the Early Empire”, in: S. E. ALCOCK (ed.), <i>The Early Roman Empire in the East</i> (Oxford 1997) 121–136
CUMONT 1931	F. CUMONT, “La fin du monde selon les mages occidentaux”, <i>Revue de l’histoire des religions</i> 103 (1931) 29–96
DANOFF 1962	Chr. M. DANOFF, “Pontos Euxeinos”, <i>RE Suppl. IX</i> (1962) 866–1920
RUSSELL 1992	D. A. RUSSELL, <i>Dio Chrysostom, Orations VII, XII and XXXVI</i> (Cambridge 1991)