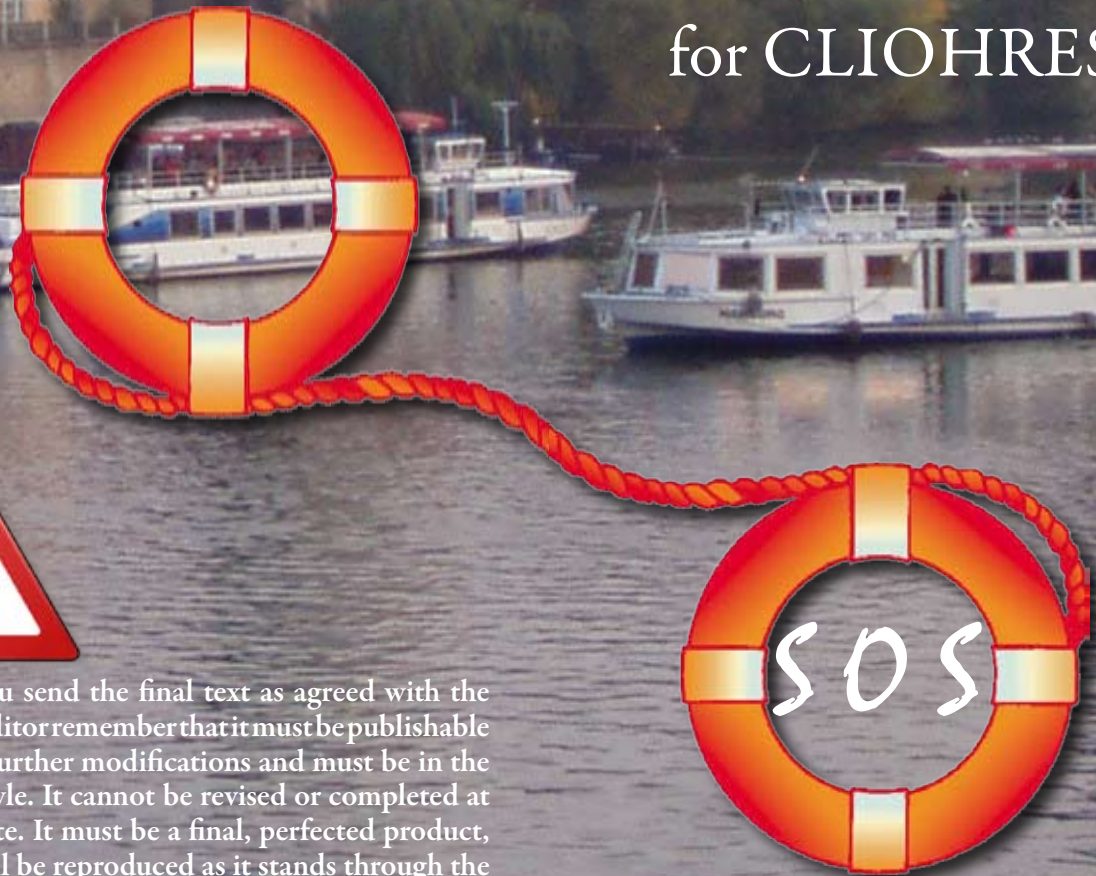


# Survival Notes for CLIOHRES authors



When you send the final text as agreed with the volume editor remember that it must be publishable without further modifications and must be in the agreed style. It cannot be revised or completed at a later date. It must be a final, perfected product, which will be reproduced as it stands through the complex editing and printing process.



## CLIOHRES Checklist

### Items to be submitted with your text

- A short biographical note
- **Maps, graphs or illustrations**, if required. They must be in graphic format, large and of good quality. They must be numbered and in separate files. They will be reproduced in black and white.
- Numbered **captions** (Fig. 1, etc.) for your illustrations in a separate file. You must cite sources for statistical information.

### Items to include in your text

- On page 1 include the full **title** in English, your full name, including a dotted initial if desired, the name of your **university** in English.
- A **bibliography**, with entries in alphabetical order by author, and formatted in the CLIOHRES style – see inside.
- A **summary** [about 400 words] in your usual/native/national language.
- An **abstract** in English [about 10 lines] if your usual/native/national language is not English.
- An **introduction** explaining what the chapter is about and why the problem you deal with is significant. However obvious this may seem, to another educated person or even a professional historian from another country or working on another period (hence most of your potential readers) this may not be clear at all.
- These notes will be edited so that similar information is provided for all. Your note should answer the following questions: Where are you from? Where were you educated? In what institution are you now based? What are your current teaching and research interests? What are your most important publications or in what areas have you published?

**Naming your attachments**  
The short titles for the fourth year TWG volumes are:  
STATE4, CULTURE4, RELIGION4, GENDER4, FRONTIER4,  
WORLD4.  
The Transversal Theme volume short title is TTGENDER.  
Please name your attachments according to the following example, using the appropriate volume short title and your surname:  
WORLD4\_ZAKKHAROV.rtf  
WORLD4\_ZAKKHAROV\_FIG2.TIF  
WORLD4\_ZAKKHAROV\_CAPTIONS.rtf

## FORMAT FOR NOTES

### Volumes:

#### One author:

D. Keogh, *Ireland and Europe, 1919-1989: a Diplomatic and Political History*, Cork - Dublin 1989.  
Initial, not full forename

#### Several authors:

R. Owen, R. Sutcliffe, *Studies in the Theory of Imperialism*, London 1972.

#### Editor:

A. Burton (ed.), *Gender, Sexuality and Colonial Modernities*, London 1995.

For one editor: (ed.); for more than one: (eds.)

#### Edited and or translated primary text:

M. de Montaigne, *Complete Works*, ed. and trans. D. Frame, Stanford, 1992.

#### Chapter in collective volume:

D. MacCulloch, *Bondmen under the Tudors*, in C. Cross, D. Loades, J.J. Scarisbrick (eds.), *Law and Government under the Tudors: essays presented to Sir Geoffrey Elton on his retirement*, Cambridge 1988, pp. 129-157.

For Proceedings of Meetings or Colloquia:

*La Révolution et l'ordre juridique privé. Rationalité ou scandale?*, Actes du colloque d'Orléans, 11-13 septembre 1986, Université d'Orléans-Paris 1988.

#### Short form:

The first time you refer to a work in the notes of a chapter, give the full version as above. If you refer to it again, use the form: Burton, *Gender* cit., p. 86.

#### Journal Article:

T. Mitchell, *The World on Exhibition*, in "Comparative Studies in Society and History", 1989, 31, pp. 217-236.

For newspaper articles: "The Irish Times", 13 April 2007

Places of publication in English if this is commonly used: Lisbon, Munich, Rome

## FORMAT FOR THE BIBLIOGRAPHY

### Volumes:

#### One author:

Keogh D., *Ireland and Europe, 1919-1989: A Diplomatic and Political History*, Cork - Dublin 1989.

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#### Journal:

Mitchell T., *The World on Exhibition*, in "Comparative Studies in Society and History", 1989, 31, pp. 217-236.

Two or more authors are divided by a comma, not by 'and' (e.g. Ellis, Klusaková (eds.), *Imagined Frontiers* cit., pp. x-xii) (If there is more than one place of publication, the division is: [space]-[space] (e.g.: Vienna – London – Munich)

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Do not use headers – removing them at the publication stage can prove difficult.

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Please do not use revision tools that leave traces of modifications (the coloured track-change programmes in various versions of 'Word' for example). They may reappear later and cause difficulties.

If you wish to make a reference to a work originally written in a well-known language (e.g. English, French), please refer to the original in the endnote – not to a translation into a less-known language, even if that is the one you have on your shelf.

Please do not quote passages by translating back into the original language from a translation. You will not get it exactly right, and the end result will be a pastiche.

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Do not place notes in the titles or subtitles.

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Do not indent paragraphs.