

STYLE GUIDE FOR *Anthropological Theory* ARTICLES

(What articles should include and how things should be presented. Examples are in black letters, explanations are in red letters.)

Text conventions:

1. All text (Abstract, Body of the paper, Notes and References) should be in Times New Roman, size 12 font, and double-spaced (**this is easier for the editors to read**). Either UK or US Style conventions are permitted, but they must be consistent with spelling conventions (i.e. **US flavor and UK flavour**). Use normal margins for a letter-size page (**US 1 inch top, bottom and sides; UK 2.5 cm top, bottom and sides**). Conventions for each Style appear in the table below.

	Punctuation	UK Style	US Style
2.	Quotation marks	single quotation marks designate quoted text: ... George Washington warned, 'beware of political parties' ...	double quotation marks designate quoted text: ... George Washington warned, "beware of political parties" ...
	Quoted text within the quotations	double quotation marks go inside single quotation marks: ... Adams wrote to Jefferson, 'Washington cautioned, "beware of political parties"' ...	single quotation marks go inside double quotation marks: ... Adams wrote to Jefferson, "Washington cautioned, 'beware of political parties'" ...
3.	Terminal punctuation goes	outside quotation marks: ... 'beware of political parties'. ... 'beware of political parties', yet no one paid attention.	inside punctuation marks: ... "beware of political parties." ... "beware of political parties," yet no one paid attention.
4.	Oxford/serial commas in lists of three or more objects or phrases	no comma precedes 'and' or 'or' before a list's last element: ... cod, cusk and hake are groundfish for dessert, choose apple pie, flan or Indian pudding ...	a comma precedes 'and' or 'or' before a lists' last element: ... cod, cusk, and hake are groundfish for dessert, choose apple pie, flan, or Indian pudding ...
5.	Parenthetical dashes (should be used sparingly)	Spaced en dashes: ... this has been found in urban areas – notably affecting children – where pollution ...	Closed em dashes— (parenthetical dashes): ... this has been found in urban areas—notably affecting children— where pollution ...
6.	Colons can introduce lists or phrases after sentences: only use one colon per sentence (same in both styles)	The first word after a colon is not usually capitalized. Exceptions are when a sentence follows the colon: Then the first word may be capitalized. In a section, chapter, article or book title, the first word after the colon is always capitalized: <i>Shifting Baselines: The Past and Future of Ocean Fisheries</i>	

TEMPLATE FOR SUBMITTED ARTICLE

(How the article should be structured)

Title: Subtitle or phrase

Author 1 (first and last name)
Institutional affiliation, Country name

(If existing) Author 2 (first and last name)
Institutional affiliation, Country name

Abstract

Your abstract should be titled “Abstract”. This is the style your abstract should have. Along with the rest of the manuscript, it should be double-spaced. The Abstract should contain no citations and should be one paragraph that summarizes the article’s argument.

Keywords

Keyword, keyword, keyword, keyword (minimum of five, maximum of ten Keywords)

Corresponding author:

Corresponding author’s (first and last) name, complete institutional mailing address.
Email: email address

Introduction (please note text conventions below)

First paragraph of the section is without indent. The text should be in this style: Times New Roman, size 12 font, and double spaced (this is easier for the editors to read). First paragraph of the section is without indent. The text should be in this style: Times New Roman, size 12 font, and double spaced (this is easier for the editors to read). First paragraph of the section is without indent. The text should be in this style: Times New Roman, size 12 font, and double spaced (this is easier for the editors to read).

Acknowledgments

The authors would like to thank XYZ ...

Declaration of conflicting interests

The author(s) declare statement statement statement ...

Funding statement

Funding statement Funding statement Funding statement Funding statement ...

Notes

Explanatory endnotes, keyed in the text using Arabic numerals, are appear as follows:

¹ Note (always include necessary citations).

² Note note note note (always include necessary citations). Etc. (Please use the Text Citation Style Guide for formatting citations in the Endnotes.)

References

Agamben G (1998) *Homo Sacer, Sovereign Power and Bare Life*. Stanford: Stanford University Press.

Etc. (Follow the Reference Style Guide section below.)

(For all authors, biographies up to 2 to 3 sentences long are needed.)

Author 1 is an assistant professor at the university of X, and has published the following articles and book

Author 2 bio

Text citations:

All references in the text and notes must provide the author(s)'s last name(s), the publication or presentation date(s) of the article or book, and page number(s) when appropriate. All reference citations must follow the same author-date-page number format. Do not use *ibid.*, *op. cit.*, *infra.*, *supra.*

1. If author's name does not appear in the text, insert a citation in this format: (last name, year)
... this condition has been noted in urban areas (Santiago, 2008) ...

If two or more references by the same author are cited together, separate the dates with a comma, starting with the oldest publication:

... this condition has been noted in urban areas (Santiago, 2008, 2011)

To distinguish two or more references to the same author and year, insert a, b, etc. after the year, so that they appear in alphabetical order:

... this condition has been noted in urban areas (Santiago, 2008a, 2011) ... and was noted in the literature (Santiago 2008b)

When last names starting with *de*, *van*, *von*, *de la*, etc. are cited in the main text without first names, capitalize them:

... this condition has also been noted in rural areas (De la Russe, 1935)

2. A page number follows the year, separated by a colon:

... this condition has been noted in urban areas (Santiago, 2008: 118) ...

A range of pages is shown by listing the first and last numbers, separated by a long dash:

... this condition has been noted in urban areas (Santiago, 2008: 118–132) ...

If a reference had been reprinted, list the publication date of the source referred to; the original publication date may be added in brackets (**parentheses always go outside of brackets**). Page numbers refer to the source used:

... the relation between production and capital accumulation (Marx, [1867] 1990)

... between production and capital accumulation (Marx, [1867] 1990: 417)

... and capital accumulation (Marx, [1867] 1990: 417– 425)

3. Where a reference has two authors, give both last names, joined by 'and';

... this condition has been noted in urban areas (Thompson and Ludke, 1958)

If there are three or more authors, use 'et al.' after the first author's last name (in normal type – not italicized):

... this condition has been noted in urban areas (Thompson et al., 1958)

4. A series of references, separated by semicolons, is enclosed within a single pair of parentheses:

... in the literature (Thompson and Ludke, 1958; Santiago, 2008a, 2008b, 2011)

Any brief phrase associated with the reference is enclosed within the parentheses:

... as several investigators have claimed (but see Thompson et al., 1958: 358–381)

5. For institutional authorship, supply the institution name, year and page numbers:

... in a recent statement (NOAA, 2014: 213; Nature Conservancy, 2014: 7–21) ...

6. For authorless articles or studies, use the name of the publication (**italicized**) or the name of the sponsor organization (**not the article title**) with the year and page number, if any:

... it was later stated (*New York Times*, 2020: A2) that ...

7. Citations for authors who are mentioned by name in the text follow the same format as above, with publication date(s) and page numbers in parentheses coming after the author's last name:

... as Thompson and colleagues (1958) have noted in urban areas ...

8. Personal communications are cited similarly in the text, but not included in the references:

... has been hypothesized (Jackson, 2011, personal communication)

References:

1. Reference titles *do not need to be translated* into English.

2. No indentation in a reference is necessary. (**Typesetters take care of that in production.**)

3. Each reference should be listed individually by the last name of the first author, editor or institution, and organized alphabetically. Treat 'Mc' as 'Mac'.

The first letter of an author's last name should be in upper case, and the rest in lower case letters; upper case initials, with no spaces or full points separating them, follow the last name. Names containing Sr, Jr or Roman numeral designations should appear as follows:

King ML Jr, Standish M XIII and Brown J Sr

Last Names containing de, van, von, De, Van, Von, de la, etc. should be listed under D and V, respectively:

'De Roux DP', not 'Roux DP, de'.

4. If different authors have the same last name, order the references by initials:

Brown J (2003)

Brown TR (2003)

Where several references have been written by the same author(s), the name must be repeated each time. Do not use ditto marks, em dashes or other abbreviations. Single-author references are ordered by date; when two publications appear in the same year, they are distinguished with letters following the date in alphabetical order as they appear in the text:

Brown W (2002)
Brown W (2003a)
Brown W (2003b)

For multi-authored references, authors names are separated by commas until the last author, whose name is preceded by 'and':

Brown W and Jones M (2008)
Brown W and Peters P (2009)

Multi-authored references are alphabetized according to the second (third etc.) author's last name:

Brown W, Hughes J and Kent T (2003)
Brown W, Kent T and Lewis S (2004)

For references with more than three authors, the list may abbreviated using 'et al.' (**not italicized**):

Brown W, Hughes J, Kent T, et al. (2003)

5. Book references should include (**note punctuation**): authors' names (publication date in parentheses) *book title* (**italicized**, city: publisher, 'pp.' (**page numbers, if any**)).

Clark JM and Hockey L (1979) *Research for Nursing*. Leeds: Dobson Publishers, pp. 205–211.

Brown W, Hughes J and Kent T Jr (2003) *Restoring Aquatic Ecosystems*. Bangor: Island Press.

6. For a book Chapter in an edited volume with one editor (**period after 'ed.'**):

Gumley V (1988) Skin cancers. In: Tschydin V (ed.) *Nursing the Patient with Cancer*. London: Hall House, pp. 26–52.

With more than one editor (**no period after 'eds'**):

Gumley V (1988) Skin cancers. In: Tschydin V and Brown EB (eds) *Nursing the Patient with Cancer*. London: Hall House, pp. 26–52.

Monographs that have been edited and/or translated appear as follows (**note abbreviations**):

Tschydin V (1988) *Nursing* (ed. and trans. Smith P). London: Hall House.

Tschydin V (1988) *Nursing* (trans. Lajus J). London: Hall House.

Tschydin V (1988) *Nursing* (ed. Smith P, trans. Lajus J). London: Hall House.

7. Journal titles should not be abbreviated in *Anthropological Theory* journal references. They appear as follows (**note punctuation**):

Huth EJ, King K and Lock S (1988) Uniform requirements for manuscripts submitted to biomedical journals. *British Medical Journal* 296(4): 401–405.

Journal article published online:

Huth EJ, King K and Lock S (2011) Uniform requirements for manuscripts submitted to biomedical journals. *British Medical Journal*. DOI: 10.1177/09544327167940.

Journal article published online ahead of print:

Huth EJ, King K and Lock S (2011) Uniform requirements for manuscripts submitted to biomedical journals. *British Medical Journal*. Epub ahead of print 2 October 2020. DOI: 10.1177/09544327167940.

8. Website

National Center for Professional Certification (2002) Factors affecting organizational climate and retention. Available at:

www.cwla.org./programmes/triechmann/2002fbwfiles (accessed 10 July 2010).

9. Thesis/dissertation

Clark JM (2001) *Referencing style for journals*. PhD Thesis, University of Leicester, UK.

10. Newspaper/magazine

Clark JM (2006) Referencing style for journals. *The Independent*, 21 May, 10.

11. Conference article (**published or unpublished**)

Clark JM and Smith P (2002) Latest research on car exhaust manifolds. In: *17th international conference on strain analysis* (ed. Macadam L), London, UK, 23–25 September 2010. London: Professional Engineering Publishing, pp.12–14.

12. Blog

Clark JM (2006) Climbing in the Alps. In: *A Mountaineers Digest*. Available at: www.blogit.com/johnmatthewclark (accessed 20 August 2011).

13. Facebook, Twitter, Instagram, etc, post

Clark JM (2006) Facebook (etc) post, 25 June. Available at: (**web address**) (accessed 20 August 2011).

14. Report

MacDonald S (2008) The state of social welfare. Report, University of Durham UK, 23 June.

Citigroup Ltd. (2011) *How to make your money work for you*. Report no. 123345 for the Department of Finance, 13 June. Oxford: Oxford University Press.