

PICKERING & CHATTO PUBLISHERS LTD

21 Bloomsbury Way, London WC1A 2TH
Telephone: 44 (0)20 7405 1005. Facsimile: 44 (0)20 7405 6216
Email: info@pickeringchatto.co.uk

ADDITIONAL NOTES FOR EDITED MONOGRAPHS

These notes are in addition to our style guide for monographs. Please consult the style guide for more detailed instructions on our house style.

REFERENCING

- If the same texts will be discussed throughout the volume, please instruct the contributors on which editions they should use. It makes for a much more unified volume if everyone cites the same editions of texts, unless there are specific textual reasons to use a variant edition.
- If some texts will be used extensively, and it would be helpful to use a few abbreviations in the notes, please make sure that all contributors know the abbreviations and use them consistently.

BIBLIOGRAPHY

- There is no need to compile a combined bibliography for edited monographs.

SUBMISSION

- Please submit each chapter in a separate file, with its notes attached.
- Please submit a list of contributors, giving a brief description (no more than a paragraph) of each contributor's past work and professional status. See the sample attached.

FORMATTING OF PROOFS

- In line with our house style, we will abbreviate titles if they have been used earlier in the notes, including in other chapters, so the first reference in a contributor's article may be abbreviated.

PROOFS

- We will send the proofs only to the volume editor/s, who should distribute them to the contributors.
- Proof corrections can be returned either directly to us by the contributors, or through the volume editor/s, according to preference.
- We will only accept corrections from contributors to their chapter and notes; only the volume editor/s can make corrections to the entire volume.

SENDING AUTHOR COPIES

- The editor/s will need to provide a list of the full current addresses of all contributors shortly after proof corrections have been submitted, so that we can send author copies without delay.