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# **ROMANCE NOTES**


## INSTRUCTIONS FOR TEXT PREPARATION

### **FORMATTING:**

We use computer-formatted text to expedite publication. Articles should, therefore, be provided in a Microsoft Word-compatible format. Your final draft should be the version of your final text **EXACTLY** as you wish it to appear.

### **PLEASE OBSERVE THE FOLLOWING REQUIREMENTS IN FORMATTING:**

- PAPER SIZE** Letter (8.5" x 11")
- MARGINS** Left and Right: 1"; Top and Bottom 1"
- HEADERS** None. Please **DO NOT** use your program's header function.
- PAGE NUMBERS** Automatic page numbering is acceptable, but please place them in the upper right hand corner of each page.
- FONT** Times New Roman, pt. 12.
- ITALICS** **DO NOT UNDERLINE** titles referenced in the text; instead, use the *italics* function.
- NOTES** You may use footnotes throughout your article, but do not use the footnote space to give complete bibliographical references. Discursive notes are permitted, but they must be limited in number. References to Works Cited should be given parenthetically in the footnotes just as they are in the rest of the text.
- IMAGES** Any images or figures will be published in black or white. Images should be supplied at a resolution of 300 dpi to
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ensure print quality. It is the responsibility of the author to secure image permissions.

## MLA STYLE

We use the system of parenthetical notation conforming to MLA Style Manual (8th edition). A good reference for MLA style is the [Purdue Online Writing Lab](#).

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### THE FOLLOWING ORDER SHOULD BE OBSERVED:

**TITLE** Place your title on the top line of the first page, centered and in all caps.

**AUTHOR'S NAME** Place your name centered, double-spaced after title, using regular capitalization. (Omit when submitting a blind draft for peer review.)

**AUTHOR'S AFFILIATION** Write your institution's name, centered, after your name, using regular capitalization. (Omit when submitting a blind draft for peer review.)

**ABSTRACT** Include the abstract, in the same language as the body of the text, single-spaced.

**TEXT** Your article should be double-spaced.

**WORKS CITED** Each article MUST have a list of Works Cited. Do not write the word "Print" for any printed sources. Refer to the current (8th) edition of MLA style for all citations.

Your cooperation in these matters will facilitate the prompt publication of your article in the journal. It is the responsibility of each author to provide a very carefully prepared text, as free as possible of typographical and grammatical errors. We will not make substantive changes in the text once it has been set by the printer, so NOW IS THE TIME FOR YOU TO MAKE ALL CORRECTIONS.