

Editorial Style Sheet
Italian American Review
(Updated November 2021)

References: *Chicago Manual of Style*, *Webster's Collegiate Dictionary*

GENERAL

- Manuscripts should be submitted in Times New Roman, 12 point, double spaced.
- Length: articles should be approximately 6,250 words; notes and documents should be approximately 1,500 words; reviews should be approximately 1,000–1,200 words; review essays should be approximately 2,000–3,000 words.
- Series comma, e.g., *from the British Isles, Germany, and Scandinavia*
- En dash for ranges
- No hyphens in predicate adjectives
- Single spaces in between sentences; no space around em dash
- Endnotes may be used for explanatory purposes
- Words as words set italic
- US, UN, UK (no periods); spell out *United States* as a proper noun
- Remove hyperlinks when URLs appear in the text.
- Names of websites, for example, Facebook and ItalChat set roman
- URLs and email addresses set roman
- Use English place names in most cases: e.g., use “Florence,” “Venice,” “Sicily,” “Apulia,” etc. BUT use “Lazio,” “Livorno,” for example.
- Quotes originally in Italian or other foreign languages should be provided in both the original Italian and the English translation, with the original Italian appearing first. The translator should be indicated, including when the author of the article is the translator.
- TV programs and names of films set italics; TV episodes roman in quotes.
- Titles of recipes appear as cap/lowercase, no quotes
- Titles of films are set in initial cap/lowercase in parens when an English translation of an Italian film; this is, when Italian film was not released with an English title.
- Paintings, photo titles are italic.
- Exhibitions: Large ones are headline case roman; small ones are headline case italic.
- Song titles are roman headline case in quotes.

SPELLING AND HYPHENATION

- Words with prefixes spelled closed, unless followed by a vowel or if confusion would result if closed up.
Examples: cyber (closed up to next word), ethnosexual, megasyndicate, panethnic
Exceptions: co-founder, post–World War II, quasi-
- -like words: closed if in Webster's; hyphenated otherwise
Examples: Mafia-like

- American spelling
- En dash between two nouns
- Italian American (adjective) and Italian American (noun); no hyphen in either case. Same for all like constructions.
- Compound adjectives after a noun are open: She walked into a flower-filled room. The room was flower filled and fragrant.

Preferred Spellings

psychological, psychopharmalogical

all-male (a)	home page
anti-immigrant	inner-city (adj)
assembly-line (a)	Internet
catalog	left wing
dialog in computing context	longer-term (a)
dialogue in the sense of conversation	moviemaking (n)
disc	offline, online
email	right-wing
evil-eye (n)	sociocultural
expatriates	transatlantic (a)
ex-refugees	ultra-left (a)
ex-wife	voice-over (n)
free-market (a)	web page
health-care (a)	website
hip-hop	wordplay (noun)

CAPITALIZATION

Prepositions lowercase in heads regardless of length.

Initial cap after colon if followed by a complete sentence

Preferred Capitalization

Black (when referring to African American)
 Cold War
 Communism, communist (a), Communist (n)
 Dust Bowl
 Eurocentric
 Fascism, Fascist (a), Fascist (n), antifascist (a), anti-Fascist (n) (capitalized when referring to Italian Fascism)
 the Left; leftist (a)
 Little Italies
 Mafia, *mafioso*, mafiology
 Nazism

Red Scare
Right, the
Southern Italy
state-run (a)
white (when referring to Caucasian)

NUMBERS

- One to one hundred spelled out in text, including ages, but 50 percent, 5 miles
- En dash used in number ranges
- Spell out round numbers with thousand, million, etc. (Chicago 9.4 and 9.8)
- Centuries are spelled out
- June 1980; June 4, 1969
- 404 CE and 70 BCE

CROSS REFERENCES

chapter 3 (in reviews)

“This article” (*not* “this paper” or “this essay”; “paper” OK when referring to a conference paper)

When referring to the introduction of a book, introduction should be spelled with a lowercase “i”; e.g., “In his introduction, the author...”

REFERENCES

For multiple works by the same author published in the same year, use lowercase letters *a*, *b*, *c*, etc. to differentiate between the works in both the in-text citations and the Works Cited listing:

Lodge, Henry Cabot. 1891a. “The Restriction of Immigration.” *North American Review* 152 (January): 27–36.

Lodge, Henry Cabot. 1891b. “Lynch Law and Unrestricted Immigration.” *North American Review* 152 (May): 602–612.

Cite: Lodge 1891a.

Use inclusive page numbers in cites and in references, that is, 670–679.

IN-TEXT CITATIONS:

Fleming and Manvell 1985, 2, 5–20; Wedding, Boyd, and Niemiec 2010; Schimmenti et al. 2014 (for more than 3 authors)

Do not provide volume number when citing a journal article—only author, year, and page number (if applicable).

WORKS CITED LIST:

- Use full names for authors and editors, including any middle initials or middle names.
- Use full titles of books including subtitles, e.g. *Proud to Be an Okie: Cultural Politics, Country Music, and Migration in Southern California*.
- Include only one city of publication. Include the state only if necessary to avoid ambiguity.
- If a book has no known author, begin the (citation) list with the title of the work.
- If a newspaper or magazine article has no known author, begin the citation with the name of the publication
- If a journal article has no known author, begin the citation with the article title.
- Italian book/chapter/article titles initial cap/lowercase
- Repeat author names, no 3-em dash
- Delete “Publisher,” “Press” (University Press OK), “Inc.,” “Ltd.”
- UK, UN (no periods)
- Include website access dates only if there is no date of publication/modification

Books

Bourdieu, Pierre. 1984. *Distinction: A Social Critique*, translated by Richard Nice. Cambridge: Harvard University Press.

Schneider, Jane, and Peter Schneider, eds. 2003. *Reversible Destiny: Mafia, AntiMafia, and the Struggle for Palermo*. Berkeley: University of California Press.

Wedel, Janine R., and B. Author. 2003. “Mafia without Malfeasance, Clans without Crime: The Criminality Conundrum in Post-Communist Europe.” In *Crime’s Power: Anthropologists and the Ethnography of Crime*, 2nd ed., Vol. 1, edited by Philip C. Parnell and Stephanie C. Kane, 221–245. New York: Palgrave MacMillan.

Journals/periodicals

Recupero, Antonino. 1987 “Ceti medi e ‘homines novi’ alle origini della Mafia.” *Polis* 1(2): 307–328.

Schneider, Peter. 1994. A review of Diego Gambetta, “The Sicilian Mafia: The Business of Protection.” *Italian Politics and Society Newsletter*, no. 42: 26–28.

Other

Federal Bureau of Investigation (FBI). 2013. *Mafia Monograph, Parts 1–4 from July 9, 1958*

- Memo of W.C. Sullivan to A. H. Belmont.* Washington, DC: BiblioGov.
- “Boca.” 1999. *The Sopranos*. Directed by Andy Wolk. HBO TV, aired March 7.
- Casino*. 1995. Directed by Martin Scorsese. Universal Pictures. DVD, 1998.
- Bird, Sharon R. 1996. “Welcome to the Men’s Club.” *Gender and Society* 10(2): 120–132.
<http://www.jstor.org/stable>.
- Bird, Sharon. 1996. “Article Title.” *New York Times*, June 1, 25.

REVIEWS

- Bibliographic information about the reviewed works should appear at the beginning of the review. The price of the reviewed work should not be included.
- Examples:

(film)

Closing Time: Storia di un negozio.

By Veronica Diaferia.

A Tiny Director Productions Film, 2005.

30 minutes. DVD format, color.

(book)

The Day Wall Street Exploded: A Story of America in Its First Age of Terrorism.

By Beverly Gage.

New York: Oxford University Press, 2009.

400 pages.

(digital)

Una Storia Segreta: When Italian Americans Were “Enemy Aliens.”

Lawrence DiStasi, project director.

www.unastoriasegreta.com.

Accessed April 1, 2021–April 15, 2021.

- The reviewer’s name and institutional affiliation must appear at the end of the review. The affiliation should not express the reviewer’s title, but only the institutional entity. For reviewers without an institutional affiliation, “independent scholar” will be used:

—TAD TULEJA

Independent Scholar

—TERESA FIORE

Montclair State University

WORD CHOICE

- Authors should avoid trite, poorly defined, and/or loaded terms such as *Old/New World*, *community*, *heritage*, *folk hero*, and descriptions of urban neighborhoods as *ethnic enclave*, *old neighborhood*, *insular*, *authentic*, and *close-knit*.
- Authors may use “etc.,” “e.g.,” “i.e.,” “like,” if those terms read better in the text than the terms “and others,” “for example,” “that is,” “such as,” “and the like,” etc.
- “Immigrants” to a country; “emigrants” from a county.