Preparing Manuscripts for submission to *Forum Philosophicum*

Manual for Authors

Forum Philosophicum uses the documentation, typography, and orthography rules defined in The Chicago Manual of Style, 17th Edition. While authors unfamiliar with Anglo-Saxon research practices may probably have some problems with formatting their papers in line with those requirements, we ask them to do so, paying particular attention to the issues mentioned below. In 2020 *Forum Philosophicum* switched to Chicago 17th author-date system (previously, *Forum* used CMS16 Footnote).

The first part explains the citations and bibliography rules accordingly to the reference type (pages 1–3). The second part (page 4) includes some important issues regarding the bibliography. The third part consists of various typographical tips (page 5).

1. How to format in-text citations and bibliography according to the reference type

The following examples are aimed to illustrate the CMS17 in-text system. Each example of a reference list entry is accompanied by an example of a corresponding in-text citation. For more details and more sophisticated issues, see chapter 15 of The Chicago Manual of Style (an abbreviated set of guidelines is available here: https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-2.html).

- **Book**

Reference list entries (in alphabetical order)

> Dańkowski, Dariusz. 2013. *Rawls on Religion in Public Debate*. Krakow: Ignatianum University Press.
>
> Grazer, Brian, and Charles Fishman. 2015. *A Curious Mind: Secret to a Bigger Life*. New York: Simon & Schuster.
>
> Bugajska, Anna. 2019. *Engineering Youth: The Evantropian Project in Young Adult Dystopias*. Krakow: Ignatianum University Press.

In-text citations

> (Dańkowski 2013, 24–8)
> (Grazer and Fishman 2015, 12)
> (Bugajska 2019, 123–9)

For more examples, see 15.40–45 in The Chicago Manual of Style.

- **Chapter or other part of an edited book**

In the reference list, include the page range for the chapter or part. In the text, cite specific pages.

Reference list entries

> Bukowczyk, Piotr. 2017. "The Problem of the Death Penalty in Eastern Orthodox Theology." In *Ex Oriente Lux*, edited by Magdalena Małecka-Kuzak, Anna Zhyrkova, Marcin Podbielski, 185–98. Krakow: Wydawnictwo WAM.
>
> Mandle, Jon. 2016. "Dewey and Rawls on Metaphysics." In *After Rawls*, edited by Dariusz Dańkowski and Anna Krzynówek–Arndt, 81–6. Krakow: Ignatianum University Press.

In-text citations

> (Bukowczyk 2017, 187–8)
> (Mandle 2016, 82)

In some cases, you may wish to cite the collection as a whole instead.

Reference list entry

> Małecka-Kuzak, Magdalena, Anna Zhyrkova, and Marcin Podbielski, ed. 2017. *Ex Oriente Lux*. Krakow: Wydawnictwo WAM.

In-text citation

> (Małecka–Kuzak, Zhyrkova, Podbielski 2017, 12–3)

For more details, see 15.36 and 15.42 in The Chicago Manual of Style.

- **Journal article**

In the reference list, include the page range for the whole article. In the text, cite specific page numbers. For articles consulted online, include a URL or the name of the database in the reference list entry. Many journal articles list a DOI (Digital Object Identifier). A DOI forms a permanent URL that begins https://doi.org/. This URL is preferable to the URL that appears in your browser's address bar.

Reference list entries

Gans, Eric. 2018. "René Girard and the Deferral of Violence." *Forum Philosophicum* 23 (2): 155–70. https://doi.org/10.35765/forphil.2018.2302.09.

McAleer, Graham, and Christopher M. Wojtulewicz. "Why Technoscience Cannot Reproduce Human Desire According to Lacanian Thomism." *Forum Philosophicum* 24 (2): 279–300. https://doi.org/10.35765/forphil.2019.2402.13.

In-text citations

(Gans 2018, 162)

(McAleer and Wojtulewicz 2019, 290)

Journal articles often list many authors, especially in the sciences. If there are four or more authors, list up to ten in the reference list; in the text, list only the first, followed by et al. ("and others"). For more than ten authors (not shown here), list the first seven in the reference list, followed by et al.

Reference list entry

Bay, Rachael A., Noah Rose, Rowan Barrett, Louis Bernatchez, Cameron K. Ghalambor, Jesse R. Lasky, Rachel B. Brem, Stephen R. Palumbi, and Peter Ralph. 2017. "Predicting Responses to Contemporary Environmental Change Using Evolutionary Response Architectures." *American Naturalist* 189, no. 5 (May): 463–73. https://doi.org/10.1086/691233.

In-text citation

(Bay et al. 2017, 465)

For more examples, see 15.46–49 in The Chicago Manual of Style.

- ## E-book

For books consulted online, include a URL or the name of the database in the reference list entry. For other types of e-books, name the format. If no fixed page numbers are available, cite a section title or a chapter or other number in the text, if any (or simply omit).

Reference list entries

Borel, Brooke. 2016. *The Chicago Guide to Fact-Checking*. Chicago: University of Chicago Press. ProQuest Ebrary.

Kurland, Philip B., and Ralph Lerner, eds. 1987. *The Founders' Constitution*. Chicago: University of Chicago Press. http://press-pubs.uchicago.edu/founders/.

In-text citations

(Borel 2016, 92)

(Kurland and Lerner 1987, chap. 10, doc. 19)

- ## Translated book

Reference list entry

Lahiri, Jhumpa. 2016. *In Other Words*. Translated by Ann Goldstein. New York: Alfred A. Knopf.

In-text citation

(Lahiri 2016, 146)

- ## News or magazine article

Articles from newspapers or news sites, magazines, blogs, and the like are cited in a similar fashion. In the reference list, it can be helpful to repeat the year with sources that are cited, as well including the month and day. Page numbers, if any, can be cited in the text but are omitted from a reference list entry. If you consulted the article online, include a URL or the name of the database.

Reference list entry

Pai, Tanya. 2017. "The Squishy, Sugary History of Peeps." *Vox*, April 11, 2017. http://www.vox.com/culture/2017/4/11/15209084/peeps-easter.

In-text citation

(Pai 2017)

For more examples, see 15.49 (newspapers and magazines) and 15.51 (blogs) in The Chicago Manual of Style.

- ## Book review

Reference list entries

Antonelli, Emanuele. 2019. Review of *Vengeance in Reverse. The Tangled Loops in Violence, Myth, and Madness*, by Mark R. Anspach. Forum Philosophicum, 24 (1): 221–4. https://doi.org/10.35765/forphil.2019.2401.08.

Kakutani, Michiko. 2016. "Friendship Takes a Path That Diverges." Review of *Swing Time*, by Zadie Smith. New York Times, November 7, 2016.

In-text citations

(Antonelli 2019)

(Kakutani 2016)

- Thesis or dissertation

Reference list entry

Rutz, Cynthia Lillian. 2013. "*King Lear* and Its Folktale Analogues." PhD diss., University of Chicago.

In-text citation

(Rutz 2013, 99–100)

- Website content

It is often sufficient to simply describe web pages and other website content in the text ("As of May 1, 2017, Yale's home page listed …"). If a more formal citation is needed, see the examples below. For a source that does not list a date of publication or revision, use n.d. (for "no date") in place of the year and include an access date.

Reference list entry

Google. 2017. "Privacy Policy." *Privacy & Terms*. Last modified April 17, 2017. https://www.google.com/policies/privacy/.

In-text citation

(Google 2017)

For more examples, see 15.50–52 in The Chicago Manual of Style. For multimedia, including live performances, see 15.57.

• Ancient, Classical and Sacred texts

- When referring to an Ancient, Medieval or Classical work (e.g. Aristotle's *Metaphysics,* Aquinas' *Summa,* Kant's *Critique*) please use a conventional shortcut in the parentheses and margin number (e.g. Plato), Becker number (e.g. Aristotle), question number (e.q. Aquinas) and so on. When citing for the first time, please introduce the shortcut (in the parentheses or footnote), when it might be unclear as to what it refers to (see the examples below from Plato and Aristotle).

- If the text is only referred to but not quoted, no reference to a specific edition of the original text needs to be made, neither in parentheses nor in bibliography (see the Aquinas' example below). An author's own translation should be mentioned (in the parentheses or footnote). If a translation of Classical work is quoted, it should be mentioned in bibliography.

- Please note that Classical texts have a slightly different format in the bibliography—the date of the publication is placed <u>at the end of the entry</u>. Therefore, Classical works are included alphabetically in the bibliography (rather than chronologically), which helps if one is referring to many Classical works by the same author (see Aristotle's entries):

In-text citations

In *Euthyphro* (hereinafter abbreviated as *Euth.*) Plato says: "Then what are we to say about the holy, Euthyphro? According to your argument, is it not loved by all the gods?" (*Euth.*, 10d).

As Aristotle notes in *Nicomachean Ethics*: "Now each man judges well the things he knows" (*Nic. Ethics*, 1094b-28). It might be beneficial to compare it with Aristotle's idea on knowledge presented in *Metaphysics* and *Rhetorics* (*Metaph.* 25c; *Rhet.* 12c).

The same view is shared by Aquinas in *Summa Theologiae*, when he says (my translation): "love and joy and the like are ascribed to God or the angels, or to man in respect of his intellectual appetite" (*ST* II-II, q. 22 a. 3 ad 3).

In the *Critique of Pure Reason*, Kant defines metaphysics in terms of "the cognitions after which reason might strive independently of all experience" (Axii. See also Bxiv; and 4:255–257).

Reference list entries

Aristotle. *Metaphysics*. In *Collected Works of Aristotle*. Translated by W. D. Ross. London: Routledge, 1923.

Aristotle. *Nicomachean Ethics*. Translated by Robert C. Bartlett and Susan D. Collins. Chicago: The University of Chicago Press, 2012.

Aristotle. *Rhetorics*. In *Collected Works of Aristotle*. Translated by W. D. Ross. London: Routledge, 1923.

Kant, Immanuel. *Critique of Pure Reason*. Edited and Translated by Paul Guyer and Allen Wood. Cambridge: Cambridge University Press, 1998.

Plato. *Euthyphro. In The Last Days of Socrates: Euthyphro; The Apology; Crito; Phaedo*. Translated by Hugh Tredennick and Harold Tarrant Jowett. London: Penguin Books, 1993.

- When referring to the Bible, please place references within parentheses after quotations. The translation of the Bible must also be indicated using its italicised abbreviation following reference to the relevant book, chapter, and verse. For example: (John 11:35 NRSV). The reference to the Bible should not be included in the bibliography.

2. Particular issues concerning the bibliography

An in-text citation provides your reader with two pieces of information:

- When editors, translators, or compilers are used as the author, do not include their role (trans., ed., comp.) in the in-text citation.

- When the reference list has works by authors with same last name, include their first initial in the in-text citation.

    (B. Smith 2016) (J. Smith 2009)

- If an author has published multiple works in the same year, alphabetise the titles in the reference list and then add a, b, c, etc. to the year.

    (Peters 2019a) (Peters 2019b)

- If the author's name appears in the sentence, do not include the name again in the parentheses

    Gans (2019) indicates that good citation practices are important.

- To cite more than one reference in a single in-text citation, separate the references by semicolons. If the works are by the same author, use just the year and separate them with a comma. See CMOS 15.30 for details.

    (Ranieri 2019; Jonbäck 2018)
    (Jonbäck 2015, 2018; Casewell 2016)

- Multiple works by the same author(s) are arranged chronologically, and the 3-em dash replaces the name for the second and subsequent entries.

    Humphries, Carl. 2013. Review of Do Philosophers Talk Nonsense? An Inquiry into the Possibility of Illusions of Meaning, by Ian Dearden. *Forum Philosophicum* 18 (2): 269–78. https://doi.org/10.5840/forphil201318217.
    ———. 2016. *Musical Expression and Performance: A Philosophical Study*. Krakow: Ignatianum University Press.
    ———. 2016. "Schmalenbach on Standing Alone before God: A Philosophical Case-Study in Ontologico-Historical Understanding." *Forum Philosophicum* 21 (2): 157–86. https://doi.org/10.5840/forphil201621211.

- Please always shorten repeated page numbers (when providing a page range) <u>as much as possible.</u>

    27–9
    112–5
    1245–8

- Please, provide DOI (digital object identifier) of papers published in journals which have an electronic version available online, or of books / chapters published electronically, especially if you have consulted the electronic version of a paper.

3. How to format the text—typographical tips

General Comments

- British vs American English. We do not require a particular variety of English, but we do insist on the consistency throughout the whole paper (one should not use both "utilise" and "utilize" within the same article).

- Italics is usually reserved for other languages, but it might be accepted as emphasis. Only SMALL CAPS are allowed for emphasising paragraphs or names of persons. Do not use **bold font**, underlined text, w i d e l e t t e r s p a c i n g, or any other graphically obtrusive styling for emphasis.

- Please note that hyphen (-), en dash (–) and em dash (—) cannot be used interchangeably:

  - Hyphen (-) is used to make compounds such as "well-being" and "advanced-level," or to

  - En dash (–) means quite simply "through." It is used most commonly to indicate inclusive numbers and dates: 37–59, July 9–17;

  - Em dash or long dash (—) is particularly useful in a sentence that is long and complex or in one that contains a number of commas, as in this example:

    > The articles published in *Forum Philosophicum* include many fields: philosophy of religion, theology, faith&reason problem, Christian philosophy—but also Jewish or Islamic—and many other fields.

Quotation Marks

- CMS17, 13.30: "Quoted words, phrases, and sentences run into the text are enclosed in double quotation marks. Single quotation marks enclose quotations within quotations; double marks, quotations within these; and so on. (The practice in the United Kingdom and elsewhere is often the reverse: single marks are used first, then double, and so on.)" Example:

  > Tischner claims that "Wojtyla concept of personhood 'discovered in front of the other's personhood' should be examined very carefully in light of Levinas' works."

- Quotation marks with other punctuation (CMS17, 6.9–11):

  - Periods and commas precede closing quotation marks.

  - Colons and semicolons follow closing quotation marks.

  - Question marks and closing exclamation points follow closing quotation marks, unless they are part of the quoted matter.

  - "When single quotation marks nested within double quotation marks appear next to each other, no space [or punctuation] need to be added between the two.…"

Block quotations

- (CMS17, 13.9, 22–24) Block, intended or "set off" quotes are not enclosed in quotations. Generally, as described in section 13.10, quotations that are less than one sentence should be treated as "run in" quotes that use quotation marks within the normal flow of a text. Normally, a hundred words or more can be set off as a block quotation. Other criteria for use of block quotes includes: (a) a quotation of two or more paragraphs; (b) quoted correspondence; (c) materials that require special formatting, such as poetry or dialog.

- Do not use paragraph indentation after a block quote if you consider the text that follows the quote to be part of the same paragraph. We will reproduce this feature in typesetting.

- Do not use ellipses at the beginning or at the end of a quote. It is clear that a quoted text has something before and after the quote.

- Use only "…" for ellipsis. Square brackets are not necessary.