

Style Sheet of the *Argumentor* Conference Proceedings

1. General Format:

- Font: Times New Roman CE 12
- Line spacing: 1,5
- Main title centered: boldface, lowercase Times New Roman CE 16 fonts
- Author's name centered: italicized, lowercase Times New Roman CE 14 fonts
- Level 1 heading (1): boldfaced
- Level 2 heading (1.2): boldfaced
- Level 3 heading (1.2.1): italicized
- Title of books and magazines in text: italicized, not to be translated!

2. In-text citations:

- when paraphrasing text, include the name of the author and year of publication: (Nida 1964).
- if quoting directly from any text, the author's name is followed by the year of publication and the page number for the reference (Nida 1964: 411).
- the page number is neither preceded, nor followed by "old.", or "p", or "pp".

3. Quotations:

- place quotations longer than 40 words in a free-standing block: leave one line free before and after quotation and indent it from the left margin.

4. Reference list:

- start references with the surname of the author. Entries in the list should be alphabetized (DO NOT NUMBER THEM).
- do not use UPPERCASE letters and do not italicize names of authors.
- the reference list (**References**) should contain only the authors mentioned in the text.

5. Reference list: Books

- author's surname is followed by first name initials: Nida, E.A.
- the name is followed by year and by full stop: Nida, E.A. 1964.
- two or more works by the same author: Nida, E.A. 1964a., Nida, E.A. 1964b.
- two authors of a work: Nida, E.A. , Taber, Ch.R. 1969.
- three or more authors, abbreviate: Nida, E.A. et al. (et alias = and others).
- the year is followed by the title, italicized: Nida, E.A., Taber, Ch. R. 1969. *The Theory and Practice of Translation*.
- book title is followed by place of publication, colon and the name of publisher: Nida, E.A., Taber, Ch.R. 1969. *The Theory and Practice of Translation*. Leiden: Brill.

6. Reference list: Articles in periodicals

- italicize the title of the periodical in which the article appeared: Harlow, H.F. 1983. Fundamentals for preparing psychology journal articles. *Journal of Comparative and Physiological Psychology*.
- indicate volume, number of issue and exact page number: Lehtonen, M. 1999. On No Man's Land: Theses on Intermediality. *Tiedotustutkimus*. Volume 22, Issue 2, 4-21.

- the title of the periodical is not preceded by "In:".
- before or after page numbers do not include "old.", or "p", or "pp".

7. Reference list: Volume of Essays

- indicate the name of editor or editors, followed by parentheses: (ed.), (eds.), (hrsg.), (szerk): Andor J., Kocs T., Terei I. (szerk.) 2011. *Színes eszmék*. Budapest: Kondor Kiadó.
- if there are two or more editors, we may indicate only the first editor followed by et al. (et alias = and others). Thornham, S. et al. (eds.) 2010. *Media Studies: A Reader*. New York: NYU Press.
- if you refer to an essay in an edited volume, at the end of entry indicate in parentheses the number of the first page and the last one of the essay referred to: Whelehan, I. 1999. Adaptations: The Contemporary Dilemmas. In: D. Cartmell, I. Whelehan (eds.), *Adaptations: from Text to Screen, Screen to Text*. London: Routledge. 3-19.
- if there are two or more editors, all of them may be indicated: Thornham, S., Bassett, C., Marris, P. (eds.) 2010. *Media Studies: A Reader*. New York: NYU Press.
- if more than one essay is quoted from the same volume, it is enough to write a short reference, after giving the first full reference: Gard, R. 2003. A Few Skeptical Thoughts on Jane Austen and Film. In G. Macdonald, A. Macdonald (eds.) 10-12.
- full entry should be given only once in the list, based on the first editor's name in the alphabetical order: Macdonald, G., Macdonald A. (eds.) 2003. *Jane Austen on Screen*. Cambridge: Cambridge University Press.

8. Reference list: Conference Proceedings

- the same rules apply as in the case of volumes. Do not indicate the place, date and title of the conference, but the editor (editors), place of publication, the publisher and number of pages of **the published proceedings**: Hall, R. 2011. Collaboration and Learning as Contingent Responses to Designed Environments. In: Koschmann, T., Hall R., Miyake, N. (eds.) *CSCCL 2: Carrying Forward the Conversation*. Mahwah, NJ: Taylor and Francis. 185-196.

9. Reference list: Non-print sources (conference presentations, online sources)

- indicate after the name of the author, the year and the title of the presentation that Presented at... followed by the data of the conference in the following order: the title of the conference, the organizing institution, its place and the date: Brown, S., Caste, V. 2004. Integrated obstacle detection framework. Presented at the IEEE Intelligent Vehicles Symposium, Detroit, MI. 14-17 June 2004.
- for online sources, indicate the author, the year of online publishing (if indicated; otherwise mark n.d. or no date), title, and the web link: Scott, J.H. n.d. The Principles of Argumentation. <http://www.csun.edu/~hcpas003/argument.html>
- If there is a digital object identifier or DOI, it is preferable to indicate it instead of the link: Dryzek, J.S., Lo, A.I. 2015. Reason and rhetoric in climate communication. *Environmental Politics*. Volume 24, Issue 1, 1-15. DOI: 10.1080/09644016.2014.961273

10. Footnotes:

- additional information should be included in footnotes. Footnotes are also indicated in the following cases:
 - (1) explanatory notes to the title of the study (e.g. we would like thank support offered to conduct the research, or if the essay is part of a book to be published, etc.),
 - (2) the original version of a quotation, if translated by the author.

11. Tables and figures:

- tables and figures are numbered sequentially (Figure 1, Table 1), and are given individual titles. The title and number is positioned CENTERED ABOVE the figure or table.

12. Pictures, charts, diagrams:

- attach any visual, non-textual element of the essay on a separate page. Avoid colour material because the black-and-white print of the conference volume blurs the differences.