

GUIDELINES FOR AUTHORS *ARTICLE*

Article publishes preferably new and innovative research which is well-substantiated, richly illustrated, well-written, and easily readable. The editorial staff will appreciate it when texts for *Article* are written in compliance with the following guidelines:

SIZE OF THE ESSAY

- The essay will range between 1500 to 2000 words.
- The essay will be accompanied by three to eight images.

THE ESSAY CONSISTS OF THE FOLLOWING PARTS:

- An arresting title, possibly with subtitle, below which the name of the author(s).
- Plain text: no layout, and only one font: Times New Roman 12.
- Clear **end**notes, consecutively numbered. Beware: no footnotes.
- Images, of high resolution and quality, with clear acknowledgement of sources.
- A short CV, consisting of first and last name, year of birth, and should explain the background/education and current working environment of the author in a couple of sentences.

POINTS OF ATTENTION FOR THE TEXT:

- Use italics for book- and magazine titles, as well as for titles of artworks.
- *Article* uses the spelling and grammar rules from British English, instead of American English. The main spelling differences in short: theater (AmE) versus theatre (BrE); color versus colour; catalog versus catalogue; program versus programme. See for a more elaborate explanation: <https://dictionary.cambridge.org/grammar/british-grammar/types-of-english-formal-informal-etc/british-and-american-english>
- Citations should be stated between single quotation marks (‘ ’), citations within citations between double quotation marks (“”). Citations longer than three lines should be freestanding: no quotation marks, use blank lines, use ‘indent’ to move paragraph away from the margin, and make font 1 size smaller (11 instead of 12).
- The article does not need a separate reference list, for it already has endnotes.
- When first mentioning a person who is relevant for the argument, the year of birth and the year of death are mentioned between brackets after the full name.
- When an artwork or building is first introduced in the text, the date of creation is stated between brackets after the full title.

REFERENCING

Clarity and uniformity must be the starting points for references in the text. Make sure that the source of a referral can easily be recovered by others and be consistent with the way in which it is referred. *Article* follows the guidelines for ‘noten- en bronnenlijst’ of *Academische vaardigheden kunsthistorici* (AVK) from Utrecht University. The AVK is unfortunately only in Dutch, but contains a large amount of examples, see here: <https://avk.sites.uu.nl/4000-schrijven/4800-noten-en-bronnenlijst/4810-noten-en-bronnenlijst-algemeen/>. These guidelines are based on *The Chicago Manual of Style*, (Notes and Bibliography, edition 16), but contain some adjustments. The editorial board of *Article* therefore created for its non-Dutch authors a ‘Manual for Referencing’, which every author receives upfront.

POINTS OF ATTENTION FOR THE IMAGES:

- Each image is supplied as a separate file (not processed in the text), including a clear filename.
- This file needs to be .jpg, .jpeg, .tif or a comparable image file, not a Word document or PDF.
- The images are of reproducible quality. *Article* has a minimum width of 1200 pixels. Naturally, it always applies that the highest possible quality is preferred.
- The captions are delivered in a numbered list in a separate Word document.

CAPTIONS

Again here, *Article* follows the guidelines for ‘bijschriften- en afbeeldingenlijst’ of *Academische vaardigheden kunsthistorici* (AVK) from Utrecht University. The AVK contains a large amount of examples, see here: <https://avk.sites.uu.nl/4000-schrijven/4900-afbeeldingen/4910-bijschriften-en-afbeeldingenlijst-algemene-aanwijzingen/>.

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Good luck on behalf of all editors of *Article*!