



TR42872

TARTALO
An Interdisciplinary Journal about
Myth and the Fantastic in the Arts

STYLE SHEET

These style guidelines follow the Modern Language Association 9th Ed. *Formatting and Style Guide* (2021).

1. Contribution title and author:

Title: Times New Roman; size 12; centred. The first letter of the first word and any other significant words (nouns, adjectives, verbs and adverbs) must be capitalised, as well as proper nouns.

Author: 3 spaces below the title (2x1.5); Times New Roman; size 12; centred.

Institution: 1 space below the author's name; Times New Roman; size 12; centred.

2. Abstract:

The first page of the manuscript should include the title and an abstract (up to 200 words) in English and Spanish positioned right before the body of the text. The abstract should consist of one paragraph and contain no bibliographical references in parenthetical form. Format: Times New Roman; size 11; 1.5 spacing; justified.

3. Keywords:

Keywords must be separated by semicolons. Do not use a period at the end. Format: Times New Roman; size 11; 1.5 spacing; justified.

4. Text:

Format: Times New Roman; size 12; 1.5 spacing; justified.

Textual divisions and headings: section headings must be used with discretion. They must be preceded by Arabic numerals followed by a period (e.g., 1., 2., etc.) and written in small



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caps and in 12-point Times New Roman font. Do not use a period at the end. Subsections should have two line spaces above and a one line space below.

Indentation: the first line of each paragraph should be indented 0.5 cm, except for the first line in the first paragraph of each section. The first line of all footnotes should also be indented 0.5 cm.

5. Quotations:

Use double quotation marks (“ ”) and, if you use punctuation marks after the quotation, place them after closing the quotation marks. Use single quotation (‘ ’) marks for inner quotations. Do not use straight double quotation marks (" "). To omit a passage from a quotation, use three periods preceded and followed by a space.

In-text citations: include in parenthesis the author’s last name and page number, separating these with one space (Le Guin 38). When citing one work by an author of two or more works, include a shortened version of the work after the author’s last name preceded by a comma, and add the page number (Le Guin, *Wizard* 45; Le Guin, “Bryn Mawr” 150). If you place the author’s last name in the sentence, provide only the page number (and shortened title of work if applicable) in parenthesis. If there are no page numbers, use n. pg. The same rules apply for online articles.

Indented quotations: for quotations that are more than four lines of prose or three of verse, indent 0.5 cm; set off from the text (1,5 space); size 11. Do not use quotation marks.

6. Footnotes:

Write the note number after the text. Do not separate it from the text with one space. Add note numbers after punctuation marks. Use footnotes exclusively to add a brief commentary or further information. Format: Times New Roman; size 11; single spacing; justified.

7. Em dash: the use of em dash (—) instead of parentheses is advised. Do not leave any space before or after them.

8. Emphasis and foreign words: use *italics* for foreign words, highlighting, and emphasis. Do not use FULL CAPS (except for focal stress and abbreviations) or underlining.

9. Works cited:

All works cited in the body of the text and the footnotes must be referenced in this section. Follow the text’s format.



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Entries must be listed alphabetically, based on the author's last name. If you list more than one work by the same author, order the works according to their title. If this is the case, do not repeat the author's last name for each entry. Use three hyphens instead.

Examples:

*A book:

Grahame, Kenneth. *The Wind in the Willows*. Ware, Wordsworth Editions, 1993.

*An anthology or compilation:

Bloom, Harold, editor. *Ursula K. Le Guin*. Chelsea House, 1986.

*A work in an anthology:

Campbell, Joseph. "In the Field." *A Joseph Campbell Companion: Reflections on the Art of Living*, edited by Diane K. Osbon, HarperCollins, 1991, pp. 13-26.

*A translation:

Gros, Frédéric. *A Philosophy of Walking*. Translated by John Howe and Andy Bliss, Verso, 2023.

*An introduction, preface, foreword or afterword:

Shippey, Tom. Preface. *The Road to Middle-earth*, by Shippey, HarperCollins, 2005, pp. xvii-xxi.

*An article in a scholarly journal:

Wilson, Charles R. "American Regionalism in a Postmodern World." *Amerikanstudien/American Studies*, vol. 42, no. 2, 1997, pp. 145-158.

If the article has been published online, include a DOI. If this is not available, provide a URL or permalink.

Wrobel, David. "Movement and Adjustment in Twentieth-Century Western Writing." *Pacific Historical Review*, vol. 72, no. 3, 2003, pp. 393-404.
<https://doi.org/10.1525/phr.2003.72.3.393>

10. Tables and illustrations

Use tables and illustrations with discretion. Below each of them, provide a label name (Figure or Table, capitalised) followed by its corresponding numeral. They should all be centred. Authors are responsible for securing all required licenses for the reproduction of images.