

Bologna Center Journal of International Affairs- Citation Guidelines

“Nearly all research builds on previous research. Researchers commonly begin a project by studying past work in the same area and deriving relevant information and ideas from their predecessors. [...] In presenting their work, researchers generously acknowledge their debts to predecessors by carefully documenting each source, so that earlier contributions receive appropriate credit.”¹

For writing in all disciplines, whenever an author draws on another work, he or she must document each source by indicating what has been borrowed- whether facts, opinions, or quotations- and from where it was obtained. To do otherwise, whether knowingly or unknowingly, is to engage in plagiarism. Please see the attached sheets for a definition and description of plagiarism from the MLA Handbook.

The Bologna Center Journal of International Affairs expects all of its authors to document appropriately and clearly the sources from which ideas and data have been drawn. To this end, the Journal requires authors to use a standard endnote format for all citations. That is, parenthetical citations, footnotes, and bibliographies should not be used for citations.

While endnotes may consist of text or commentary which elaborates on particular ideas or aspects of the article, more commonly, endnotes provide detailed information about the source from which quotations or ideas were obtained. All endnote citations must include page numbers (ex. p. # or pp. #-#), except in the case of newspapers or non-print media such as interviews, television, electronic sources, etc.

Below you will find elaboration on endnote and numerous examples of the format to be used in the BCJIA. For any questions regarding citations, please contact jbuchanan@jhucb.it.

CITING BOOKS AND OTHER NONPERIODICAL PUBLICATIONS

Basic entry:

Author's First and Last Name, *Title of the Book* (City of Publication: Publisher, year) p. #.

Examples:

A Book by a Single Author:

Ante Cuvalo, *Historical Dictionary of Bosnia and Herzegovina* (London: The Scarecrow Press, Inc., 1997) pp. 43-44.

A Book by Two or Three Authors:

Suzanne Eggins and Diane Slade, *Analyzing Casual Conversation* (London: Cassell, 1997) pp. 67-68.

If there are more than three authors, you may name only the first and add et al. OR you may give all names in full in the order in which they appear on the title page:

Randolph Quirk, et al., *A Comprehensive Grammar of the English Language* (London: Longman, 1985) p. 12.

An Anthology or Compilation:

Paula R. Friedman, ed., *British Women Poets of the Romantic Era* (Baltimore: Johns Hopkins University Press, 1997) p. 4.

Peter Spafford, comp. and ed., *Interference: The Story of Czechoslovakia in the Words of Its Writers* (Cheltenham: New Clarion Press, 1992) pp. 24-27.

A Book Published in a Second or Subsequent Edition/ A Multivolume Work:

Sir Robert Jennings and Sir Authur Watts, eds. *Oppenheim's International Law*, 9th ed., vol. 1 (New York: Longman, 1996) p. 712.

A Work in an Anthology:

Italo Calvino, “Cybernetics and Ghosts,” in Patrick Creagh, trans., *The Uses of Literature: Essays* (San Diego: Harcourt, 1982) p. 33.

¹ Joseph Gibaldi, *MLA Handbook for Writers of Research Papers* 5th ed. (New York: MLA, 1999) p.114.

A Work in an Anthology (also, multiple editors, multiple publication locations):

Vojjin Dimitrijevic, "The 1974 Constitution and Constitutional Process as a Factor in the Collapse of Yugoslavia," in Payam Akhavan and Robert Howse, eds., *Yugoslavia, the Former and Future: Reflections by Scholars from the Region* (Washington and Geneva: The Brookings Institution and The United Nations Research Institute for Social Development, 1995) p. 59.

A Work in a Conference or Meeting Publication:

Paul C. Szasz, "The Fragmentation of Yugoslavia," in *The American Society of International Law: Proceedings of the 88th Annual Meeting* (6-9 April 1994) pp. 35-36.

CITING ARTICLES AND OTHER PUBLICATIONS IN PERIODICALS

Basic entry:

Author's First and Last Name, "Title of the article," *Journal* volume #, no. # (Month and/or year): p. #.

Examples:

An Article in a Scholarly Journal:

Peter Radan, "Constitutional Law and the Multinational State: The Failure of Yugoslav Federalism," *The University of New South Wales Law Journal* 21, no. 1 (1998): p. 188.

Tamas Korhecz, "Vojvodina- The Next Stage of the Dismantling Process?" *Cambridge Review of International Affairs* 12, no. 2 (Spring-Summer 1999): pp. 157-8.

An Article in a Magazine: (do not include volume or issue numbers)

Prathap Bhanu Mehta, "Exploding Myths," *New Republic* (6 June 1998): pp. 17-19.

Sarha Amelar, "Restoration on 42nd Street," *Architecture* (March 1998): pp. 6-11.

An Article in a Newspaper: (do not include page numbers)

Vicki Goldberg, "Photographing a Mexico Where Silence Reigned," *New York Times* 23 March 1997.

"Politics of Identity," *The Financial Times* 7 May 1999.

(For lesser-known newspapers, include the city of publication in parenthesis):

Ferenc Palinkas, "Conflict in Vojvodina," *Magyar Nemzet* (Budapest) 9 May 2000.

A Published Interview:

Ralph Nader, Interview with Ray Suarez, *Talk of the Nation*, National Public Radio (WBUR Boston) 16 April 1998.

An Unpublished Interview:

Author interview with Janos Vekas, official of the Democratic Community of Vojvodina Hungarians, Novi Sad, June 1996.

A Television Program: (include the television program, location, time and date)

"Hungarian Politician Advocates 'Triple Autonomy' for Vojvodina Hungarians," Duna TV, Budapest, 1930 gmt, 12 May 2000.

A Film or Video Recording: (include the director, distributor and year of release)

Like Water for Chocolate [*Como agua para chocolate*], Alfonso Arau, dir., Miramax, 1993.

CITING ELECTRONIC PUBLICATIONS

A Complete Scholarly Project or Information Database:

Basic entry:

Title of the Project or Database, Name of Editor (if given), electronic publication information, including version number, date of electronic publication or the latest update, and any name of sponsoring institution or organization, date of access and network address.

Examples:

A Complete Scholarly Project or Information Database:

The History Channel Online 1998, History Channel, 19 June 1998 <<http://historychannel.com/>>.

A Document within a Scholarly Project or Information Database:

"Catalan," *Si, Espana*, Jose Felix Barrio, ed., vers. 2.0 (October 1996), Embassy of Spain, Ottawa, 2 February 1998 <<http://www.docuweb.ca/SiSpain/spanish/language/language/catalan.html>>.

Articles Accessed Online:

In addition to the standard information of author, article title, journal or book name and publishing information, always include the date accessed and the URL separated from the other citation information by a comma.

Examples:

An Article in a Scholarly Journal:

Peter J. Denning, "Business Designs for the New University," *Educom Review* 31 no. 6 (1996), 23 June 1998 <<http://educom.edu/web/pubs/review/reviewArticles/31620.html>>.

An Article in a Newspaper or on a Newswire:

"Endangered Species Act Upheld," *AP Online* 22 June 1998, 22 June 1998 <<http://www.nytimes.com/aponline/w/AP-Court-Endangered-Species.html>>.

An Online Book:

Jane Austen, *Pride and Prejudice*, Henry Churchyard, ed., 1996, 10 September 1998 <<http://www.pemberley.com/jancinfo/pridprej.html>>.

MULTIPLE REFERENCES TO ONE WORK:

When referencing a work more than once, include the complete publication information in the first citation and in subsequent citations use only the author's last name (or, for works without authors, the article title) and the page number, separated by a comma. For multiple sequential references to one work, use *Ibid* followed by a period, comma, and the page number.

Example:

Vernon Bogdanor, *Devolution in the United Kingdom* (Oxford: Oxford University Press, 1999) p. 55.

Marjorie Mowlam, "The Stepping Stones to Peace: The Peace Process in Ireland," *The Johns Hopkins University Bologna Center: Occasional Paper* No. 5 (November 1998).

Bogdanor, pp.64-66.

Ibid., p.68.

WORKS IN LANGUAGES OTHER THAN ENGLISH:

Cite a book or an article in a language other than English like any other work. Give the author's name, title and publication information as they appear in the book, journal, or electronic source. If it seems necessary to clarify the title, provide a translation, in brackets: "Gengangere [Ghosts]." Similarly, you may use brackets to give the English name of a foreign city- "Wein [Vienna]" or you may substitute the English name.

Examples:

Jean Bessiere, ed. *Mythologies de l'écriture: Champs critiques* (Paris: PUF, 1990) p. 25.

Umberto Eco, *Isola del giorno primo* (Milano: Bompiani, 1994) p. 77-79.