

***TranscUlturAl* Stylesheet** (updated August 4, 2019)

- 1) General — There are no fees to publish in *TranscUlturAl* or read articles — Articles should not be currently under review by another journal, available in print (e.g., working paper series) or on the Internet — Articles are accepted in English, French or Spanish — The committee will review all submissions prior to publication and notify the author of their decision within 2 months — It is the author's responsibility to acquire any necessary permissions to use material protected by copyright, and they are personally responsible for the payment of any fee related to copyright that may be applicable. Authors are also responsible for obtaining any ethical clearance necessary for the publication of their article.
- 2) Presentation — Authors will select which section of the journal best fits the submission: Articles (maximum 8 000 words); Translations (maximum 10 000 words); Book and Translation Reviews (maximum 2000 words); Special Contributions (maximum 8 000 words) — An abstract (200-300 words each) in English is required in a separate file as well as another abstract in French or Spanish if the article is written in those languages — In addition, a short bio/bibliographical notice (150-200 words) should be provided in a separate file — Also in a separate file, authors should submit the following information on separate lines: a) The title, b) the name(s) of the author(s), c) the affiliation — All copy must be typed and double spaced, Garamond 12 font — All margins should be 2.5 cm — Articles along with the abstract(s) and bio/bibliographical notice should be sent as an e-mail attachment to amalena@ualberta.ca in Microsoft Word (or Word-compatible) format or uploaded directly to the journal online site. Please note that authors first need to register.
- 3) Citations and references — Authors should follow the MLA handbook (8th edition) — Citations longer than 4 lines should be indented 2.5 cm from the left margin and no change in font size — Titles, such as book and periodical titles, should be italicized rather than underlined — The list of works cited should be double spaced, and put on a new page at the end of the article with the heading "REFERENCES" — In the list of references please provide DOIs when available instead of URLs.
- 4) Footnotes — Footnotes must be numbered serially at the bottom of the page — Reserve footnotes for substantial comments. They must not be used for citing bibliographical information, or referring to the bibliography
- 5) Typefaces — Italics should be used for words or sentences in another language — Italics should be used to quote book titles
- 6.) Images — All Images should be inserted into the text and labelled in order of "figure" number followed by the necessary explanatory notes. All images should follow the MLA guidelines for formatting images described below. —For all original and reproduced images in the text: Have a figure

number, abbreviated as "Fig. 1" for example. Include artist's name, title of work (*italicized*), date of composition, medium of the reproduction and complete publication information of the source, including page, figure or plate numbers. Medium of original work may be included. If the photo is an original, the publication information can be listed simply as "photo by author". —For images referenced in a text: Include them in REFERENCES without figure numbers. List artist's name, title of work (*italicized*), date of composition, medium and name of institution that houses the collection. — All digital images inserted into the text should also be submitted as a separate jpeg. file along with the article.

BOOK AND TRANSLATION REVIEWS — Publishers and authors are welcome to send their books for review to: Anne Malena, Managing Editor and Professor of French and Translation Studies; Director, MLCS Certificate in Translation Studies University of Alberta Modern Languages and Cultural Studies Arts 200 Edmonton, Alberta Canada T6G 2E6 amalena@ualberta.ca *Please note that books for review will not be returned.