

## SPELL, Swiss Papers in English Language and Literature

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Doctoral students who participate in the accompanying CUSO workshop are warmly invited to submit their papers for consideration.

*All contributions must be original.*

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*1 February 2025*

Submission of the final version of your paper, following the “Instructions for Contributors” (see below).

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*1 May 2025*

The results of the peer-review process will be returned to contributors for any corrections.

*1 June 2025*

Submission of corrected papers.

*July-August 2025*

Any questions from the copy-editor will be passed to contributors

### **ESSAY LENGTH**

5,000 words in length including a bibliography of all works cited (References).

**INCLUDE:** an abstract (150 - 200 words) plus 5 keywords (maximum).

**STYLE:** MLA Standard Version 9

### **EDITORIAL INQUIRIES**

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# ***Swiss Papers in English Language and Literature (SPELL)***

## **Instructions for Contributors**

### **1. General Information**

- Articles for *SPELL* should be between around 5,000 words in length including a bibliography of all works cited (References). This also includes an abstract that precedes the body of text, between 150 and 200 words in length and a maximum of 5 keywords.
- *SPELL* follows the MLA Standard Version 9 as closely as possible. In cases of doubt, please refer to the MLA Handbook and have a look at previous issues under <https://spell.winter-verlag.de/>.
- Texts must be submitted to the editors as a Word file (preferably work in compatibility mode).
- Format specifications:
  - Name of author (centre alignment) Times Roman, 14 pt; Title of essay; Abstract; c. 5 Keywords
  - Abstract Times Roman, 10 pt, double spacing, justified, between 150 and 200 words
  - Body of text: Times Roman, 12 pt, double spacing, justified. New paragraphs indented. Authors should inform volume editor(s) of their preferred short running title for the header.
  - References* on new page
- Contributions should be in British English except for SANAS volumes.

### **2. Layout of the Text**

- 2.1. Articles should preferably be divided into numbered sections, with left-justified headings.
- 2.2. *SPELL* uses **parenthetical references** for both direct and indirect (paraphrased) **quotations**. Quotations should be included and referenced in the text according to the following examples. If a quotation ends with a full stop or another punctuation mark, do *not* include it in the quotation, but add it after the parenthetical reference.  
Consider the following examples:
  - Direct quotation: Wessex has changed so much that it serves as a stage for “the ache of modernism” (Hardy 152).
  - Direct quotation: “As both historical and contemporary studies have shown, masculinity has to be constantly reinforced by cultural texts of all kinds” (Bassnett and Ecker 100-101).
  - Indirect quotation: Teachers have demonstrated that it is possible to provide opportunities for meeting people from the target cultures here in Germany (Müller 112).
  - If the author has already been named in the text proper, it is enough to supply the appropriate page number (if applicable) within the parenthesis:  
As Michael Byram (186) and Génévieve Zarate have shown, an ethnographic approach can be very fruitful.
  - For page references, always use complete numbers:
    - not “120f.”, but “120-121”;
    - not “143-86”, but “143-186”;
    - not “f.” nor “ff.” nor “seq.”.
  - While shorter quotations appear in double quotation marks within the text, longer ones (of more than four lines) appear as an indented paragraph without quotation marks.
    - Self-coined phrases or phrases without immediate reference, as well as quotations within quotations (yet not in indented quotations): single quotation marks ( ‘ ’ );
    - Use typographic, not straight, quotation marks and apostrophes.
- Omissions and additions:

- If parts of a citation are omitted, the omission is noted by three full stops enclosed in square brackets: [...]. Additions are also put in square brackets.

**2.3. Footnotes** must only be used for longer commentaries, not for page references (see 2.2). Times Roman, 10 pt, numbered automatically. Numbers of footnotes should come after punctuation marks. If possible, do not use footnotes with the title.

**2.4. Tables in the text:** short reference to the source (left-justified):

**Table 7:** Economic Activity of Married Couples of Working Age\* with Dependent Children, by Age of Youngest Dependent Child: Great Britain, 1996

Economic activity of husband and wife	Age of youngest dependent child			
	0-4	5-9	10+	All
	Percentages			
Husband working with:				
Wife working full-time	17	21	29	22
Wife working part-time	35	44	43	40
Wife unemployed	3	3	2	3
Wife economically inactive	33	20	13	23
Total	89	87	86	87

\* Married couples with husband aged 16-64 and wife aged 16-59 (ONS, table 5.13)

**2.5.** With ordinal numbers, the ‘th’ should not be formatted as superscript:

- not: March 19<sup>th</sup>,
- but: March 19th

**2.6.** To indicate a time span in years, please use a hyphen without spaces: 1680-1830.

**2.7.** It is one, two..., ten, 11, 12, 13...; the 1950s, the seventeenth century.

### 2.8. Illustrations

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## 3. Bibliography/References

Every article must have a bibliography in alphabetical order, entitled ‘References’. The bibliography only includes the works cited or referred to within the text proper. In some cases, it may be useful to subdivide the bibliography into ‘Primary’ and ‘Secondary Sources’.

### 3.1. Monographs

- Name, first name(s). *Title: subtitle*. Publisher, year of publication.
- Please use the authors' complete names:
  - Davey, Kevin. *English Imaginaries: Six Studies in Anglo-British Modernity*. Lawrence and Wishart, 1999.
- Several authors:
  - two authors: Dorris, Michael, and Louise Erdrich. *The Crown of Columbus*. HarperCollins Publishers, 1999.
  - three and more authors: Charon, Rita, et al. *The Principles and Practice of Narrative Medicine*. Oxford UP, 2017.
- Editor(s) (an 'editor' or 'editors' appears after name(s):
  - 1 During, Simon, editor. *Title: subtitle*. [...].
  - 2 During, Simon, and Patrick Brantlinger, editors. *Title: subtitle*. [...].
  - 3 Cooke, Anthony, et al., editors. *Title: subtitle*. [...].
- Several works of one author: name is mentioned only once and subsequently substituted by three em dashes or hyphens:
  - Kramer, Jürgen. *Title: subtitle*. [...].
  - — —. *Title: subtitle*. [...].
- Title of series, first edition or other important information:
  - Turner, Graeme. *British Cultural Studies: An Introduction*, Unwin Hyman, 1990. Media and Popular Culture 7.
  - Williams, Raymond. *The Long Revolution*. 1961. Broadview Press, 2001.
  - Solomos, John. *Race and Racism in Britain*. Rev. ed., Macmillan, 1993.
- With translations, name the translator:
  - Barthes, Roland. *Mythologies*. 1957. Translated by Annette Lavers, Vintage, 1993.
- Specifications like 'translated' etc. in front of the name:
  - not: [...] Annette Lavers, transl., [...].
  - but: [...] Translated by Annette Lavers, [...].
- If the publishers' name contains the words "University Press", use the abbreviation "UP":
  - not: [...] Oxford University Press, [...].
  - but: [...] Oxford UP, [...].
- Ampersand and plus signs in publishers' names should be changed to "and" (as applies to use of publishers' names in prose)
  - not: [...] Lawrence & Wishart, [...].
  - but: [...] Lawrence and Wishart, [...].
- With more publishers than one do not use "and", but " / ".
- Capitalisation in titles and subtitles:
  - capitalise nouns, pronouns, verbs, adjectives, adverbs, subordinating conjunctions;
  - do not capitalise articles, prepositions, coordinating conjunctions, 'to' with infinitives.
- Attention: periods and commas not belonging to titles are not italicised!

### 3.2. Articles from Collections of Essays, Periodicals, and Newspapers

- Articles in collections:
  - Hall, Stuart. "The Rediscovery of Ideology." *Subjectivity and Social Relations*, edited by Veronica Beechey and James Donald, Open UP, 1985, pp. 23-55.
- Articles in periodicals or newspapers:
  - Thomas, Keith. "The Double Standard." *Journal of the History of Ideas*, vol. 20, no. 3, 1959, pp. 195-216.
  - Samuel, Raphael. "History's Battle for a New Past." *The Guardian*, 21 January 2013, p. 7.
- If the author of an article and the editor of the collection from which the article is taken are identical, only their surname is repeated:
  - Hölter, Achim. "Zur Einführung ein Fritz Lang-Film." *Metropolen im Maßstab*, edited by Hölter et al., transcript Verlag, 2009, pp. 15-23.

- Normally, all specifications about the source follow the author and title of the essay, in this order: [...].” *Collection title*, edited by [first name and surname], publisher, year of publication, page numbers:  
     [...].” *Subjectivity and Social Relations*, edited by Veronica Beechey and James Donald, Open UP, 1985, pp. 23-55.
- However, if an essay collection has an entry of its own in the bibliography, only add: name, page numbers:  
     [...].” Beechey and Donald, pp. 23-55.
- In such a case, a short form of the collection’s title is added if the bibliography includes more than one work by the editor or editors of the collection:  
     [...].” Beechey and Donald, *Subjectivity*, pp. 23-55.
- A collection of essays is given an extra entry in the bibliography if more than one of its essays are listed.

### 3.3. Internet Resources

- If author and year of publication are known:  
 Author. “Title.” Year, web address. Accessed [day month year].  
     Hastie, Nicki. “‘You Never See Lesbians’: Reading ‘Lesbian’ through Channel 4 TV’s *Brookside*.” 1994, <https://www.nickihastie.uk/my-writing/presentations/brookside/>. Accessed 19 Jan. 2022.
- If author and year of publication are not known:  
 “Title.” web address. Accessed [day month year].  
     “Local People First.” <https://bnp.org.uk/policies/local-people-first/>. Accessed 19 Jan. 2022.

### 3.4. Films

*Title*. Directed by [...], [screenplay by (...)], production companies, year of release:  
     *Bridget Jones’s Diary*. Directed by Sharon Maguire, screenplay by Richard Curtis et al., Universal et al., 2001.

### 3.5. TV Show

*Title*. Directed by [...], channel/network, date of broadcast:  
     *Queens of Jazz: The Joy and Pain of the Jazz Divas*. Directed by Chris Rodley, BBC Four, 10 May 2013.

### 3.6. TV Series

*Downton Abbey*. Created by Julian Fellowes, Carnival Films / ITV, 2010-2015.

- Episode of TV Series:  
 “The Blood Line.” *Torchwood*, created by Russell T. Davies, series 4, episode 10, BBC , 15 Sept. 2011.

### 3.7. Images

- In print publications:  
 Creator. *Title of Image*. Year of origin. *Title of Publication*, edited by [...], publisher, publication year, page number(s).  
     Capa, Robert. *D-Day*. 1944. *War/Photography: Images of Armed Conflict and Its Aftermath*, edited by Anne Wilkes Tucker and Will Michels, Yale UP, 2012, p. 169.

- Viewed online:  
 Millais, John Everett. *Ophelia*. 1851-1852. *Tate*, [www.tate.org.uk/art/artworks/millais-ophelia-n01506](http://www.tate.org.uk/art/artworks/millais-ophelia-n01506).

### 3.8. Videos from Online Platforms

“Title of Video.” *Video platform*, uploaded by [...], upload date, web address:

“J.K. Rowling's Emotional Speech at the Harry Potter and the Deathly Hallows Part 2 London Premiere.” *Youtube*, uploaded by tzeoulis, 8 July 2011,  
<https://www.youtube.com/watch?v=7QnyKZe6VBA> .

### 3.9. Podcasts

“Title of Podcast Episode.” *Podcast*, publisher, upload date, web address:

“Imagined Futures.” *Digital Visual Cultural*, University of Oxford, 29 May 2019,  
<http://podcasts.ox.ac.uk/episode-5-imagined-futures>.

### 3.10. Twitter

Author [online handle if different from author’s account name]. “Title/first line of the post.” *Social media platform*, publication date, web address:

Pierce, Andrew [@toryboypierce]. “Deadly intervention by #DavidDavis in the Commons calling on @BorisJohnson to quit is the political equivalent of a drive by shooting.”

*Twitter*, 19 Jan. 2022,

<https://twitter.com/toryboypierce/status/1483853622551138313?cxt=HHwWksCy7cDA2pcpAAAA>.

(SPELL Winter Verlag)