

Department of Classics Style and Citation Guide

Unless otherwise specified by your professor, essays submitted to the Department of Classics follow the house style of the *American Journal of Archaeology*, which generally follows the Chicago Manual of Style <http://www.chicagomanualofstyle.org/home.html>

Guidelines may be summarized as follows:

1. Referencing Classical Literature

References to classical literature. Latin titles are preferred, italicized according to the list of abbreviations given in *The Oxford Classical Dictionary*. 3rd ed. (S. Hornblower and A. Spawforth, eds. [Oxford 1996]; hereafter *OCD3*), followed by the appropriate book, chapter, paragraph, or line numbers, separated by periods. Authors' names and titles should be written out completely when appearing in the text, abbreviated when appearing in footnotes or parenthetical references within the text. Only the first word, proper nouns, and proper adjectives should be capitalized e.g.:

As noted by Vitruvius (*De arch.* 2.3.3)

Vitruvius notes in *De architectura* (2.3.3)

(Vitr. *De arch.* 2.3.3)

Vitruvian architecture

Chronological references. Era designations are to be set in capital letters followed by periods and without spaces, never in small caps. Use **either** B.C.E. (“before the common era”) and C.E. (“common era”), **or** B.C. and A.D.

All numerical dates are to be written in their entirety:

211–202 B.C.E.

A.D. 117–138

2. General Matters of Style

Spelling and Capitalization. You should be consistent in your use of capitalization.

Most period designations are lowercased e.g.:

late antiquity
ancient Greece
imperial Rome
classical literature *but* Late Classical literature
archaic Greek art *but* Archaic art

Cultural periods based on characteristic technology or typology are capitalized e.g:

Bronze Age
Archaic period
Late Antique period

The names of specific buildings, monuments, artifact collections/groupings, and parts of cities are capitalized. The generic form is lowercased e.g.:

the East Gymnasium; the gymnasium
the Athenian Agora; the agora
Roman Forum; the forum
Treasury of Athens; Athenian treasury

Proper nouns as adjectives should be avoided e.g. *not* the Athena Temple but the Temple of Athena.

When using Greek and Latin the rules are slightly different. Capitols are used for first word in titles (e.g. *De architectura*) BUT they are not used at beginning of Greek or Latin sentences, or in offset quotations (see below).

Quotations.

Short quotations may be integrated into the main text, but longer quotations must be offset e.g.:

Aeneid line 1, *arma virumque cano*, is a call to arms for both poet and reader.

The opening lines of Vergil's *Aeneid* are a conscious allusion to Homeric epic:

*arma virumque cano, Troiae qui primus ab oris
Italiam, fato profugus, Laviniaque venit
litora, multum ille et terris iactatus et alto
vi superum saevae memorem Iunonis ob iram;* (V. *Aen.* 1.1-4).

Please note that quotations need to make grammatical sense.

NB Offset prose should have the attribution of the quotation given in parentheses () after the end of the quotation.

Put comma/period inside quotation marks.

Line numbers are usually referred to by number alone, use “line” or “lines” only when necessary for clarity

When quoting Greek and Latin no quotation marks are needed. Latin should be in italics. When quoting a Modern Language, quotation marks should be used, unless the quotation is offset from the main text e.g.:

The education of Charles II was largely based on the works of M. Tullius Cicero, ever referred to as “our dear friend Tully.”

Italics

Used if a non-English word or phrase is used in an English sentence e.g.:

Caesar’s setbacks in Gaul were welcomed with no little *schadenfreude* by his political opponents in Rome.

Numbers. Numbers less than 10 should be spelled out, except when referring to parts of text e.g.:

The Trojan War lasted for nine years.
figure 9 (fig. 9)

Measurements. All measurements should be abbreviated units unless they appear at the beginning of a sentence e.g.:

The urn is 20 cm in diameter.

Twenty-five kilometers from the site, another tomb was discovered.

Abbreviations. Units of measurement should be abbreviated in the text. Common abbreviations (such as fig., pl., e.g., i.e.) should be used in notes and parenthetical references within the text but otherwise written in full e.g.:

Horizontal bands below the rim on the interior of bowls and lids (fig. 15) are common.

As can be seen in figure 15, for example, horizontal bands below the rim on the interior of bowls and lids are common.

Numeral spans of 3 digits or fewer are not abbreviated (e.g. 339-341) BUT spans of 4 digits or more are abbreviated (e.g. 1139-52).

3. Grammar Tips

Possessives of names

Names ending in s: add 's for modern names (e.g. Descartes's), just use ' for ancient names (e.g. Demosthenes')

Names ending in z or x: add 's (e.g. Ajax's)

Semi-colons Use the semi-colon to separate successive references when they have internal commas (e.g. Cic. *Att.* 2.5, 12.3; *QFr.* 3.2).

Commas

The "Oxford" comma is used after each member of a series, including the last when preceded by "and" or "or" (e.g. Pompey, Caesar, and Lepidus).

Parentheses

Use square brackets inside parentheses

Expand abbreviations only with square brackets (e.g., T[emple] of Apollo, not T(emple)).

4. Notes and Bibliographical References

Notes may contain explanation, amplification, or commentary in addition to short bibliographical citations whose full form is given in a list of all cited works, published at the end of the paper. **NO** in-text citations are to be used, except for references to primary ancient sources.

Notes may consist of discussion only, discussion and bibliographical citation, or bibliographical citation only. Bibliographical citations in footnotes should consist of the author's last name, the year of publication, and relevant inclusive pages, sections, figures, plates, etc. e.g.:

Harrison 1982, 40–53.

NB Page nos.: (40) not (p. 40), except where necessary to avoid confusion.

5. Tips on Using Greek

Iota adscript may be used in reproductions (a) of inscriptions or papyri, (b) of specifically cited editions of literary texts. When the diphthong takes an accent it goes on the adscript.

A grave at the end of Greek matter is changed to an acute, unless it is on a word which has been an item of discussion.

Transliteration

Any consistent system allowed; no diacriticals in transliterated Greek. The titles of modern Greek books and articles, like those of books and articles with ancient Greek in them, keep their Greek, but titles of ancient Greek books and modern Greek authors and journals appear in Roman script.

Do You Have Questions not Outlined in this Document?

A more detailed guide can be found at:

<http://www.chass.utoronto.ca/~phoenix/style.sheet>