ABBREVIATIONS
Use a full stop only if the last letter is not the last letter of the word, thus: cols, Dr, St, nos, vols etc.; but col., no., p., pp., vol. etc.
— Please note: USA, UK, etc.; Ph.D., M.Phil.; and (in footnotes) MS, plural MSS.
See also below, dates, and repeated references.

ARCHIVAL REFERENCES
See below, References to manuscripts and documents.

BOOKS AND PERIODICALS
See the examples below, under references to...

CAPTIONS
Captions for illustrations should be informative but kept as brief as possible, to allow maximum space for the image reproductions. They should be numbered in correspondence with Figure references in the text.

CLASSICAL REFERENCES
See the examples below, under references to...

DATES
Examples
— 13 June 1366; 7 March 1555 (Venetian style)
— 430 BC; 1376–79; 1718/19 (old/new style)
— c. 1611; fl. 1311–35; d. 1902
— (in the text:) eleventh century; fifteenth century
— (but in footnotes:) 11th century; 15th century
— Quattrocento; Cinquecento (not italicised)

FOOTNOTE REFERENCE NUMBERS
Footnote reference numbers in the text should be placed after any punctuation.

INTERNET RESOURCES
See below, under references to...

ITALICS
Italics are used for titles of works of art, books and periodicals, as well as for very short phrases in languages other than English (see quotations). Do not italicise citations in foreign languages (which are normally used only in footnotes: see quotations).

MANUSCRIPT REFERENCES
See the examples below, under references to...

NUMERALS
In the text, numbers between one and one hundred (inclusive) should normally be written out in full, with numerals used for higher denominations; thus ‘between ninety and 120 men’. In articles containing statistical information, however, this rule is relaxed. In footnotes, Arabic numerals should be used.
— Inclusive numerals repeat the final two digits or more as required, thus: 18–19, 123–24, 399–406.
— The Journal does not use the suffixes ‘f’ or ‘ff’: exact page numbers should always be given.
— Roman numerals are used for all volume and book numbers (see below, references to...).
— Numerals in dates: see above, dates.

QUOTATIONS
Quotations in languages other than English should normally be cited in translation within the text, with a footnote giving the original in full. Occasionally (e.g., in the case of poetry) it may be preferable to reverse this procedure.
— Long quotations should be presented in a smaller type size or as indented paragraphs, without quotation marks.
— Short quotations, within the text, should be given single quotation marks and any quotations within them should be given double quotation marks.
— Direct quotations from modern critical literature should be avoided.

Examples
— …For a gem in Istanbul, inscribed ‘Solomon said, “Protect!” ’, see ...
— …Nineteen manuscripts are listed, including a copy of Cicero’s De oratore ‘in carta bona’ and ...
— …the reason why Petrarch loved bay (lauro) so much was ...

REFERENCES TO SOURCES
Please note that, in keeping with the Journal’s emphasis on primary sources, references to and discussion of recent historiography should be confined as far as possible to the footnotes.

REFERENCES TO ARTICLES IN PERIODICALS
Examples
* Note that the Journal of the Warburg and Courtauld Institutes is referred to as ‘this Journal’.

REFERENCES TO BOOKS
From about 1800 onwards, initials rather than full forenames should be used for authors and editors.

JOURNAL OF THE WARBURG AND COURTAULD INSTITUTES (February 2020)
The place of publication should be cited using its customary English spelling and followed, without a comma, by the date of publication.

Page numbers and textual location numbers should be cited in accordance with the rules for NUMERALS (see above) and, where relevant, the rules for CLASSICAL REFERENCES (see below).

Authors are asked to study the examples listed below; advice on specific cases is available on request.

**Examples**


**REFERENCES TO BOOKS OF THE BIBLE**

**Examples**

— I Kings 20.41; Proverbs 3.28.

**REFERENCES TO CLASSICAL WORKS**

Book numbers are given in Roman numerals and partitions in Arabic numerals, separated by full stops. Commonly accepted English names are used for authors and titles, which should be given in full.

**Examples**

— Aristotle, *Nicomachean Ethics*, III.10 (1118a17);
— Juvenal, *Satires*, 8.211–12;

**REFERENCES TO ILLUSTRATIONS**

References to accompanying illustrations should be indicated as Fig. [1, 2, ... etc.]; references to images published elsewhere should be fig/pl. [number] as appropriate, using lower-case letters.

See also above, CAPTIONS.

**REFERENCES TO INTERNET RESOURCES**

URLs* should be provided but should always be accompanied by standard references for readers of our printed edition; for example, where a manuscript or early printed book has been quoted, the full archival or, as appropriate, publication reference should be given in addition to the online one.

**Example**

— Oxford, Bodleian Library MS Bodley 264, fol. 74r. High resolution colour reproductions of this manuscript are available for consultation through the online Digital Bodleian facility [with URL*]. Since texts and images which are published on the internet are liable to be edited or replaced over time, authors are asked to ensure that references to them are correct at the time the *Journal* goes to press. A note may be added to indicate this.

In certain cases it may be necessary to obtain copyright permission for texts available through online resources; such permission should be acknowledged accordingly, although the *Journal* reserves the right to edit copyright statements to conform to its style.

* URL (or URI): the address of a resource on the internet; world wide web URLs begin with http://.

**REFERENCES TO MANUSCRIPTS OR DOCUMENTS**

Citations of pressmark or finding numbers should follow the exact, current form used by the library or repository of archives concerned. Archive names and locations should be given in full, with abbreviations indicated for subsequent references as required (see also below, REPEATED REFERENCES).

**Examples**

— London, British Library MS Harley 4431, fol. 2v;

Please note that the recto should always be indicated.

**REFERENCES TO THESIS**

Do not italicise titles for theses which are available only from an academic institution.

**Example**


**REPEATED REFERENCES**

— A list of abbreviations for frequently cited sources may be provided in a first or asterisk footnote.

— References to sources cited in a previous footnote should include the footnote number, e.g.: ‘Saxl (as in n. 28), p. 36’; in a subsequent reference, e.g.: ‘British Library [hereafter BL]’, ‘Dizionario biografico degli Italiani, Rome 1960– [hereafter DBI]’.

— Ibid., idem etc. (not italicised) may be used for a repeated reference immediately following the first one.

**SPELLING**

Authors are asked to use British, not American spellings, except in direct quotations.

— Medieval, encyclopedia etc. should be spelt thus (*not* mediaeval, encyclopaedia etc.).
— Christianised, emphasising etc. (*is-* not *-iz-*).
— And (as noted above under NAMES):
— English forms are used for place names
— Proper names ending in ‘s’, ‘x’ or ‘z’ take an extra possessive, e.g., Rubens’s works.

**TRANSCRIPTIONS**

Where documents are to be published in an Appendix, please indicate the transcription conventions which have been followed. Examples are available on request. For Latin texts, the orthography of C. T. Lewis and C. Short, *A Latin Dictionary*, is preferred.

When material is cited verbatim from transcriptions, authors are asked to retain photocopies of the original documents so that any queries may be handled swiftly.