Note to Contributors

The editors welcome unsolicited article manuscripts. Submitted manuscripts are subject to double-blind peer review; authors should therefore identify themselves on the title page only. Accepted manuscripts are copyedited for style but not substance. *Law and History Review* will not consider any manuscript concurrently submitted for publication elsewhere. Submission of a manuscript is understood to commit its author to publish the manuscript in *Law and History Review* if accepted by the editor.

Author Guidelines

1. Manuscript Preparation and Submission

(a) All submissions:
Submit manuscripts with 1-inch margins all around.

Use Times New Roman 12 point font throughout, including notes. Double space everything.

Please attach a 200-word abstract, summarizing the manuscript's argument and major contribution.

Submit manuscripts online at http://journals.cambridge.org/lhr.

(b) Final production drafts of manuscripts already accepted for publication:
Double-space all copy. (This includes all notes, indented quotations, etc.)

Use endnotes, not footnotes. (Articles published in the *LHR* appear with footnotes. Endnotes are required in manuscripts, however, to expedite page estimation and copyediting.)

Title Page:
On the title page include: ms title; author's name and mailing address (and street address, if different, for express delivery services); phone, fax, and e-mail details; and the text of any note identifying the author (affiliation and acknowledgments) to be included. Do not number or asterisk the author note.

Abstract:
Please attach a 200-word abstract, summarizing the manuscript's argument and major contribution.

Brief Biographical Paragraph:
Include a brief biographical paragraph stating your affiliation, e-mail address (if desired), and any acknowledgements you wish to make.

(c) Word-Processing/Typing Conventions:
Where possible please use Word, which is the *LHR*'s standard word-processing program. (We can, however, convert files from other word processors.)

Use Times New Roman 12 point. Double-space everything.

Turn off hyphenation to eliminate end-of-line hyphens (except for words that contain hyphens). Do not justify the right margin.

Use hard returns to signal the end of a paragraph and the end of a heading and to format tables. In all other instances, use the wraparound feature to allow lines to run on.

Use a single tab to indent paragraphs and notes.

Do not use letters for numbers or numbers for letters (e.g., zero for the letter "oh"; the letter "ell" for one).

Use two hyphens with no space before, between, or after for a dash (even if your software allows you to use a long [em] dash).

Underline any words, and the punctuation that follows, that are to be set in italic type. Please do not use any feature of your software that allows you to print in italic or bold type.

2. Style

General

Style queries are best resolved in the first instance by inspecting *The Chicago Manual of Style*, 15th ed., and/or a current copy of the Review. We also draw your attention to the following particulars, which address some of the most frequent style issues that arise in *Law and History Review* manuscripts:

Do not use small capitals. Do not italicize common foreign words and abbreviations (such as ibid., et al., laissez-faire, vis-à-vis). Spell out contractions (do not, cannot) and numbers under 100. Use "see below" or "see above" (not "infra" or "supra"). Do not use academic titles (e.g., "Smith argues in his recent book ... ," not "Professor Smith argues ...").

Cite federal court decisions in the footnotes, at first occurrence, as follows: Bridges v. California, 314 U.S. 252 (1941). Shorten subsequent footnote citations to case title and page reference (or title, reporter, and page reference if more than one reporter appeared in the first cite).

Diacritical marks that do not appear on the author's disk must be indicated in bold capital letters within brackets.

Do not set off as an extract any quotation shorter than seven lines.

LHR allows only two levels of subheads, except in those rare instances where a third level is essential to the clear presentation of technical argument. Do not use "Introduction" or "Part I" as a subhead. "Conclusion" may be used as a subhead.

Notes

Do not place a footnote number or asterisk on the title, author's name, epigraph, or any section heading.

(a) Books: Eugene D. Genovese, Roll, Jordan, Roll: *The World the Slaves Made* (New York: Vintage Books, 1976).

(b) Articles: Kenneth F. Ledford, "German Lawyers and the State in the Weimar Republic," *Law and History Review* 13 (1995): 317–49.

For sources with up five authors, list all authors. For sources with more than five authors, list the first three authors followed by "et al."

Use inclusive page numbers if referring to the entire article. If the reference is to a particular section, use only that page number(s).

If the pagination of a periodical is continuous throughout the year, it is not necessary to give the number or the season, only the volume and year.

Use the following form for inclusive numbering: 23–25, 100–104, 107–8, 321–25, 1002–6.

(c) Chapter in an edited book (citation of pages same as articles): Thomas Klug, "Employers' Strategies in the Detroit Labor Market, 1900–1929," in *On the Line: Essays in the History of Auto Work*, ed. Nelson Lichtenstein and Stephen Meyer (Urbana: University of Illinois Press, 1989), 41–72.

(d) Shortened citations: after the first citation, a shorter form is used in subsequent notes.

Genovese, Roll, Jordan, Roll, 25.
Ledford, "German Lawyers and the State," 320.
Klug, "Employers' Strategies," 46.

(e) For sources such as archival material, an acronym may be used after the first citation:
Archivo General de Indias, Seville, Spain (hereafter AGI).

(f) Citation of on-line sources: Because the *LHR* is published in an on-line edition as well as in print, any citations to sources that are internet-available should be included in URL format as well as in standard citation format. The on-line edition displays URLs as live links, which permits on-line readers one-click transfer to the source itself. Citations of this nature must provide the full site address and the specific source location within the site. Where the site itself includes "how to cite" instructions, follow those instructions, with particular reference to *Chicago Manual of Style* settings. The following is an example of citation of an internet-available article according to *Chicago Manual* style:

First reference

Daniel Klerman, "Settlement and the Decline of Private Prosecution in Thirteenth-Century England," *Law and History Review* Spring 2001 http://www.historycooperative.org/journals/lhr/19.1/klerman.html (27 May 2001).

Subsequent reference Klerman,
pars 4–6.

For further information on the *Chicago Manual of Style* citation of on-line resources, go to http://www.bedfordstmartins.com/online/cite7.html.

Due to page constraints in the printed version, *LHR* publishes only the URLs of material that is available exclusively in electronic form, but not URLs for items that duplicate readily available print originals. All URLs can be accommodated in the on-line version.

Tables and Figures

(a) Tables/Figures should be prepared and supplied as an electronic file. All tables/figures in a manuscript can appear sequentially in one electronic "tables" or "figures" file. The table should be formatted so that it appears as the author expects it to look in print: columns should be aligned correctly, the heads and subheads clearly set over the appropriate columns. [Double-spacing is not required.] The electronic "tables" or "figures" file is the compositor's data source and should be formatted as simply as possible. Authors should concentrate on ensuring that the electronic file contains all the words and numbers in each table/figure, and in the appropriate sequence, rather than attempt to "lock" the formatting themselves.

(b) Charges apply for all color figures that appear in the print version of the journal. At the time of submission, contributors should clearly state whether their figures should appear in color in the online version only, or whether they should appear in color online *and* in the print version. There is no charge for including color figures in the online version of the journal but it must be clear that color is needed to enhance the meaning of the figure, rather than simply being for aesthetic purposes. If you request color figures in the printed version, you will be contacted by CCC-Rightslink who are acting on our behalf to collect Author Charges. Please follow their instructions in order to avoid any delay in the publication of your article.

(c) Authors should insert instructions in the body of their manuscripts indicating where each table should appear. Please insert instructions in the form of "call-outs" consisting of bold angle brackets enclosing the appropriate notation, i.e., "[Insert Table 1 here]"

(d) Citations/notes within a table or figure should not be included in the general note-numbering sequence. Tables/figures have their own notes. Citations/notes particular to a table or figure appear immediately below the table/figure and are designated by letters not numbers (see *Chicago Manual of Style* 13.43).

3. Other

Please note that, as stated in the Note to Contributors in the back matter of each issue, "Accepted manuscripts are copyedited for style but not substance; authors remain responsible for citation accuracy and for all statements of fact or opinion."

Guidelines for Preparation of Book Reviews

(Please Note: *Law and History Review* does not accept unsolicited book reviews for publication. All book reviews that appear in *Law and History Review* are commissioned by the book review editor.)

1. Manuscript Preparation and Submission

Submit manuscripts with 1-inch margins all around.

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2. Style

Bibliographic information: At the head of the first page, please list the following information in the order and form and with the punctuation given here (double-spaced):

Author first name last name, Title, Place of Publication: Publisher, date of publication. Pp. roman + arabic. Price $00.00 cloth; $00.00 paper (ISBN).

Referencing:

LHR book reviews do not carry footnotes. References to the work under review should appear simply as page numbers in parentheses. Do not include the abbreviation p. or pp. with page numbers, except where these are in roman in the original: (8) but (p. viii). In the rare instances where it is absolutely necessary to cite other literature, include the citation in the text (in parentheses) where the reference is relevant. For example: "This book reflects Genovese's earlier work (Eugene D. Genovese, Roll, Jordan, Roll: The World the Slaves Made [New York: Vintage Books, 1976]). References other than to the work under review are very intrusive in this form, so please keep them to an absolute minimum.

Reviewer information: At the end of the last page please give your name and institutional affiliation in the form that you wish to see it appear in print. *LHR* typically prints name and one-line of institutional affiliation for those with an academic affiliation. Otherwise, we list your city and state or country of residence.