School of Media, Arts and Humanities

Department of Art History

Jan Vermeer (1632 - 1675), *Lady Writing a Letter*, 1665-70

Art History Essay Style and Referencing Guide

Your essays should be properly laid out with correct, accurate footnotes and a full bibliography. They must be typed/word-processed and you are strongly advised to proof-read them before submission. If you use pictures, they should be in focus and properly captioned.

Marks will be deducted for poorly-presented work!

The word count includes quotations in the text, but **do not include** the bibliography, footnotes
/ endnotes, appendices, abstracts, maps, illustrations, transcriptions of linguistic data, or tabulations of numerical or linguistic data and their captions.

Why should all essays look the same?

Any piece of academic writing is primarily and quite rightly assessed on the quality of its

Short quotations -

Title: the title of the main publication (book / journal) should always be given as it appears on the title page and in italics, not as on the cover. Very long titles can be suitably abbreviated. A colon should be used to separate title and subtitle, even when the punctuation on the title page is different or non-existent. For books and articles in English, the initial letters of all principal words throughout the title should be capitalized, including the initial letter of the first word after the colon, for example, 'The Astrology of Marsilio Ficino: Divination or Science?' An oblique should separate bilingual titles, for example: Li tre libri/The Three Books.

Editor/translator/reviser

The following format is for use if the book is an edited collection and you are referring to it in its

Clarke, Meaghan, ‘Dilke, Emilia’, in *Dictionary of Nineteenth-Century Journalism in Great Britain and Ireland*, ed by L. Brake and M. Demoor (Gent: Academia Press, 2009).

OR

Footnote:

[1] A. Kazhdan (ed.), *The Oxford Dictionary of Byzantium*, Vol. 1 (New York: Oxford University Press, 1991), p. 40.

Subsequent citation: [2] Kazhdan (ed.), *The Oxford Dictionary of Byzantium*, Vol. 2, p. 260.

The full University rules on academic misconduct are set out in the Undergraduate Examination