

## ***Projections***

### **SUBMISSION INFORMATION FOR CONTRIBUTORS**

The editors welcome contributions. Authors should submit articles as Microsoft Word or Rich Text Format (rtf) files by e-mail to the editor, Stephen Prince, at [sprince@vt.edu](mailto:sprince@vt.edu). Articles should be **5,000 to 8,000 words**, although longer submissions may be considered. Review essays should discuss at least three titles and be 3,000 to 5,000 words. Book reviews should be 2,000 to 2,500 words.

### **FORMATTING**

The document must be set at the US letter standard size. The entire document (including notes and references) should be double-spaced with 1-inch (2.5 cm) margins on all sides and no extra spaces between paragraphs. A 12-point standard font such as Times New Roman is required for all text, including headings, notes, and references. Any unusual characters or diacritics should be flagged by placing the entire word in **red type**.

### **COVER PAGE**

The cover page should provide the title of the article, complete contact information for each author (mailing address, phone number, and e-mail), biographical data of approximately 100 words for each author, a total word count, the number of tables and/or figures included, and any acknowledgments. Affiliations and e-mail addresses will be posted online for indexing/abstracting purposes.

### **ABSTRACT/KEYWORDS**

The article must include an abstract of no more than **150 words** and **6 to 8 keywords**. The abstract should not duplicate the text verbatim but rather include the research question or puzzle, identify the data, and give some indication of the findings. Keywords should be drawn from the content and not duplicate the article title, listed in alphabetical order, and separated by commas; only proper nouns should be capitalized.

### **COPYRIGHT/PERMISSIONS**

Upon acceptance, authors are required to submit copyright agreements and all necessary permission letters for reprinting or modifying copyrighted materials, both textual and graphic. The author is fully responsible for obtaining all permissions and clearing any associated fees to reproduce copyrighted materials.

### **ARTWORK**

For optimal reproduction, **figures** or **photos** should be submitted as high-resolution JPGs or TIFFs (300 ppi), or as EPS files with all fonts embedded. Additionally, all images should be at least 4 x 4 inches at the resolution indicated. **Tables** should be made and submitted in Microsoft Word or rtf. Contributors can capture images from DVDs with any number of software programs (e.g., Topaz for Windows; DVD Snap for Mac). By transferring images to Photoshop, contributors can configure them to 300 ppi and resample them to a suitable size. Please limit to **6 images**. Color images are encouraged for the online version.

All figures and tables should be in separate files and numbered consecutively; only placement indicators and captions (with source/copyright information) should be included in the articles themselves. In addition to a **descriptive caption**, each image should be provided a **credit line**, indicating the distribution company that owns the image and the year in which the image was released: e.g., *Pulp Fiction* (Miramax, 1994).

### **TEXT CALLOUTS**

To highlight particular arguments or key phrases, authors may choose 4 to 8 text callouts of a sentence each, drawn from the article text, to appear in the margins of the published article. Place them in numbered list at the end of the manuscript, and indicate their placement in the text with the notation: <Callout 1 about here>.

### **PROCESS FOR REFEREEING AND ACCEPTING ARTICLES**

*Projections* is a refereed journal. Articles are sent to at least two scholars with relevant experience and expertise. Referees are asked to advise the editors as to whether an article should be published and, if so, with what recommended changes. The editors respond to the author with a decision, a list of any changes needed for the article to be accepted for publication, and the anonymous referees' comments.

## PUBLICATION

Manuscripts accepted for publication that do not conform to the style guide may be rejected or returned to the author for amendment. The editors also reserve the right to alter usage to conform to the style guide issued by the publisher. Authors cannot supply new materials or request major alterations following the copyediting stage, so please ensure that all text is final upon acceptance. Contributors will receive one free copy of the relevant issue and may purchase additional copies at a reduced price or purchase offprints.

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## STYLE GUIDE

The *Projections* style guide is based on *The Chicago Manual of Style (CMS)*, 16th edition. Please be aware that the journal uses **US punctuation and spelling**, following *Merriam-Webster's Collegiate Dictionary*.

## CITATION SYSTEM

*Projections* follows the in-text **author-date system**, with full documentation in the reference list. Any other notes should be **endnotes** (using Word's automatic endnote function) and kept short and to a minimum.

### Author-Date Examples

(Pickett and White 1985; Smith 1987)  
Jones's research (1977, 1979a, 1979b)  
(Kant n.d.; McGinnis forthcoming)

**Single Author with Multiple Sources:** (Smith 1993: 63; 1998: 124–169; 2001: 104)

**Three or More Authors:** (Jones et al. 2001)

**Authors with Same Last Name:** (D. Smith 1981; G. Smith 1999)

- The first mention of an author in the main text (not in-text citations) should include the first and last name.
- Multiple sources in a parenthetical note should be listed alphabetically.
- Authors' first names should be given in full, rather than as first-name initials.

## Filmography

*Projections* no longer requires articles to include a separate filmography in the reference section. Any films mentioned or discussed in the article should provide appropriate release information, such as year and director, and original title as needed, within the text itself.

**Examples:** *Avatar* (James Cameron, 2009) presents ...  
In his 2009 film, *Avatar*, James Cameron used the ...

## REFERENCE LIST EXAMPLES

### Book with one author/editor

Riley, Michael O. 1997. *Oz and Beyond: The Fantasy World of Frank Baum*. Lawrence: University Press of Kansas.

Kant, Immanuel. (1781/1787) 1999. *Critique of Pure Reason*. Cambridge: Cambridge University Press.

### Book with multiple authors/editors

Lemon, Lee, and Marion Reis, eds. 1965. *Russian Formalist Criticism: Four Essays*. Lincoln: University of Nebraska Press.

### Chapter or other part of a book

Allen, Michael. 2002. "The Impact of Digital Technologies on Film Aesthetics." In *The New Media Book*, ed. Dan Harries, 109–118. London: BFI.

**Journal article (with DOI if available)**

Sabbadini, Andrea. "Cameras, Mirrors, and the Bridge Space: A Winnicottian Lens on Cinema." *Projections* 5 (1): 17–30. doi:10.3167/proj.2011.050103.

**Translations**

Todorov, Tzvetan. 1981. *Introduction to Poetics*. Trans. Richard Howard. Minneapolis: University of Minnesota Press.

Wereszynski, Henryk. 1977. *Koniec sojuszu trzech cesarzy* [The end of the Three Emperors' League]. Warsaw: PWN.

**Article in a newspaper or magazine**

Johnson, Kevin C. 2007. "Dissecting Torture." *St. Louis Post-Dispatch*, 26 October.

*New York Times*. 2000. "The Obituary of Iggy the Frog," 31 October.

**Thesis, dissertation, or unpublished manuscript**

Charney, Leopold Joseph. 1992. "Just Beginnings: Film Studies, Close Analysis, and the Viewer's Experience." PhD diss., New York University.

Marciniak, Edward, and Nancy Jefferson. 1985. "CHA Advisory Committee Appointed by Judge Marvin E. Aspin: Final Report" (December). Chicago. Unpublished.

**Paper presented at a meeting or conference**

Luostarinen, Tomi. 2010. "Demystifying 2D to 3D Conversions." Paper presented at fmx conference, Stuttgart, 4 May.

**Archive materials**

*Individual items in archives are usually best cited in endnotes and may be cited according to the conventions of the particular archive or kind of material being cited. A collection as a whole may be cited in the reference list.*

Egmont Manuscripts. n.d. Phillips Collection. University of Georgia Library, Athens.

"Minutes." 4 July 2000. Fols. 10–12, Edward Alsworth Ross Papers in the Archives of the State Historical Society of Wisconsin, Madison, Wisconsin.

**Websites and blogs**

*Access dates are only required when no date of publication or revision can be determined from the source.*

Bordwell, David. 2009. "Coraline, Cornered." *David Bordwell's Website on Cinema*, 23 February. <http://www.davidbordwell.net/blog/2009/02/23/coraline-cornered>.

**BOOK REVIEWS**

Book reviews should be documented with citations, endnotes, and references as in articles. Titles of book reviews should be in the following format:

Turner, Mark, ed. *The Artful Mind: Cognitive Science and the Riddle of Human Creativity*. New York: Oxford University Press, 2006, xvi + 314 pp., \$35 (hardback).

## ARTICLE SUBMISSION CHECKLIST

- ❑ **Copyright assignment form** is signed and submitted (*no later than the final revised article submission*);
- ❑ **Cover sheet** is included and provides:
  - **Title** of the article;
  - An **abstract** that is no more than 150 words, is a summary or overview of the entire article, and does not duplicate verbatim sections of the main text;
  - Six to eight **keywords** that are in alphabetical order and separated by commas (with only proper nouns capitalized);
  - Complete **contact information** for each author (mailing address, phone number, and e-mail);
  - A **bio** of approximately 100 words for each author;
  - Total **word count**, the number of tables and/or figures included, and any acknowledgments.
- ❑ For any **figures**, ensure that:
  - **Placement** indicators and **captions** (with source/copyright information) have been provided in the main text for all figures and tables;
  - Separate files are provided (clearly named and consecutively numbered) and in the **required format** with all accompanying **permissions**.

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### PLEASE ENSURE THAT:

- The style guide has been followed;
- All text, including headings, notes, and references, is in a standard 12-point type, such as Times New Roman, and double-spaced with a 1-inch margin on all sides and no extra spaces between paragraphs;
- US spelling and punctuation is used throughout and a spellcheck has been performed;
- Different levels of headings are indicated by varying the typeface. Use **bold** type for an **A head** (a main text heading). Use **bold italic** for a **B-head** (a first-level subheading). Use *non-bold italic* for a **C head**;
- Superscript note reference numbers and/or asterisks are not placed on article titles, headings, epigraphs, or the contributor's name;
- Contributions are referred to as articles (not essays or papers);
- Numbers 0–100 are spelled out, as are large whole numbers (e.g., fourteen hundred), and all number ranges are non-abbreviated;
- Foreign-language words that are not common in US usage are italicized on every instance;
- Double quotation marks are used for all quotations and terms, except for quotes or terms within quotes;
- URLs are not located in the main text when used in a bibliographical sense (although names such as Amazon.com are acceptable). Any URLs have been relocated to endnotes or the reference list;
- Contractions and abbreviations such as e.g., i.e., etc., and et al. are not used in the main text (except in parentheses);
- Every author mentioned in the reference list is cited in the main text or notes, and every author cited in the main text and notes is listed in the reference list.