Author's instructions *Yearbook for Dutch Book History* (November 2024)

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Peer review
Articles for the *Yearbook for Dutch Book History* are subject to double-blind peer review: the article is sent anonymously to a peer reviewer and the reviewer is anonymous to the author.

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Size
The *Yearbook* welcomes articles with a maximum of 7,500 words, including footnotes, captions, and bibliography. Articles must provide an original academic contribution on a subject related to any aspect of the book history of the Low Countries. Articles have to be written in Dutch or English. An engaging writing style is appreciated given that the *Yearbook* is also the periodical of the *Nederlandse boekhistorische vereniging*.

A review or interview article, in which recently published studies or developments are discussed, can be submitted with a maximum of 3,500 words (also including any footnotes, captions, and bibliography).

Author and title
An article begins with the name of the author in bold and roman, without title, followed by the title of the article in italics, and possibly the subtitle, in roman. Footnote numbers in the (sub)title are avoided. Example:

Author
Title
Subtitle

Please note that only the main title is indexed in search engines. It is therefore advisable to provide the main title with accurate keywords, while the subtitle can be stylistically more creative or illustrative in nature.

Text layout
The running text is divided by means of indented, but not numbered, subheadings in bold and roman. The opening paragraph is never preceded by a subheading.

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Abbreviations
Abbreviations are avoided as much as possible, so no: e.g., i.e., etc. Abbreviations may be used in the notes.

Quotations
Quotations are indicated with single quotation marks: <'quote'>. Double quotation marks are used within quotations: <'putting a quotation "within a quotation"'>.

Longer quotations (more than three lines) are placed in blocks, indented, without quotation marks, and have a blank line before and after them.

Omissions in quotations are put in brackets: <(…)>. Additions in quotations are put in square brackets: <[…]>.

Footnotes and references
All references are in the form of footnotes. Footnote numbers appear after punctuation marks; for example: <of the text,[1]>.

For referencing sources and literature, the *Yearbook* follows the standards of the MHRA Style Guide (4th edition, 2024); see https://www.mhra.org.uk/style/contents.html. Because a full bibliography is included in the article, abbreviated references are sufficient in all footnotes; see: MHRA Style Guide par. 7.12 (pp. 84-85) and the table below.

Bibliography
A bibliographic list of all used sources is given at the end of an article. The MHRA Style Guide is followed for the description of titles, see chapter 7 'References', especially par. 7.1-7.11 (pp. 63-84), and chapter 8 'Bibliographies and Indexes', especially par. 8.1-8.3 (pp. 87-94). See also the table below.

Authors are encouraged to be critical in their selection of sources, as the footnotes count towards the total number of words. The bibliography should only include sources that are actually referred to in the article.

Table 1: Some examples of references, by text type

Source type (MHRA guide section)	Reference in bibliography	Abbreviated references in footnotes (MHRA par. 7.12)
Monograph	Haas, Anna de, *Jan van Gijsen*	De Haas, *Jan van Gijsen*, pp.

(7.3)	*(1668-1722): Een journalistieke broodpoëet in de Jordaan* (Amsterdam: Amsterdam University Press, 2023)	21-24.
Chapter in edited volume (7.3)	Mijnhardt, Wijnand, 'Jean Frederic Bernard as Author and Publisher', in *Bernard Picart and the First Global Vision of Religion*, ed. by Lyn Hunt, Margaret C. Jacob, and Wijnand Mijnhardt (Los Angeles: The Getty Research Institute, 2010), pp. 17-34	Mijnhardt, 'Jean Frederic Bernard as Author and Publisher', p. 1
Journal article (7.4)	Pauletta, Fabio, and Maartje van Gelder, 'Portraying Women in Revolt: How Pieter Isaacsz Represented the Myth of Papirius and the Uprising of the Women of Rome', *Rijksmuseum Bulletin*, 72.2 (2024), pp. 100-121	Pauletta and Van Gelder, 'Portraying Women in Revolt', p. 116.
Website (7.5)	'Puffin Announces The Roald Dahl Classic Collection to keep author's classic texts in print', *Penguin Books*, 24 februari 2023 <https://www.penguin.co.uk/articles/company-article/puffin-announces-the-roald-dahl-classic-collection-to-keep-authors-classic-texts-in-print> [accessed January 15, 2024]	'Puffin Announces the Roald Dahl Classic Collection to keep author's classic texts in print'.
Primary source from (historical) collection (7.7)	*Kort en zakelyk uittrekzel van het tweede deel des berugten werks van [...] J.E. Jungius over de verborgentheit der laatste tyden* (H.A. de Chalmot: Leeuwarden, 1762), The Hague, Koninklijke Bibliotheek, GW A118898	*Kort en zakelyk uittrekzel*, KB, GW A118898.

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Abstract
The author should provide a summary of the article in English of approximately 100-150 words. This is placed at the head of the article as an abstract. If desired, a longer summary (up to 700 words) may also be provided in a language other than that of the article. This summary is included at the end of the article and counts towards the word count of the article.

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The author should provide 3 to 5 keywords in English for the benefit of indexing and search engines.

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The author should provide their contributor details (in the language of the article): name, field of work, other book historical activities, main research area, most important or most recent publications (50 to 100 words). An ORCID ID may be added.

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The author should provide all components separately: 1. article with bibliography; 2. illustrations; 3. list of illustrations and captions; 4. abstract with keywords; 5. contributor details and 6. any appendices. The editorial secretary will ask each author to fill in a Consent to Publish form and to indicate the address to which the author's copy can be sent (this may not be a P.O. Box). These details are not published, but used for administrative purposes only.

Publication schedule:

May 1 of the previous year
The author may submit a proposal to the editors. Within a few weeks, the editors will let the author know by email whether the contribution is welcome for the *Yearbook*.

November 1 of the previous year
The author submits the first version of the article. The editors perform an initial reading, whereby the editors reserve the right to reject the contribution. The editors then send the article out for peer review. It is recommended that the author submits their draft version of the article under the maximum length of 7,500 words, so that there is room to incorporate suggestions from the peer reviewer into the final version.

(no later than) February 1
The editors send the reviewer's report to the author. In exceptional cases, it may be decided to reject the contribution. Normally, the author produces a final version, if necessary in consultation with the editors about following up on suggestions from the review.

March 1
The author submits the final version of the article, complete with all files as described above. This version will only be checked editorially; there will be <u>no</u> room for changes to the content afterwards.

May
The author receives a proof to check for typographical errors. Any corrections can be passed on to the editors. There will be no opportunity for changes to the content.

September
The *Yearbook* is published and presented during the annual meeting of the *Nederlands boekhistorische vereniging*. The author receives a paper copy of the *Yearbook*. The *Yearbook* is also published online and can be freely shared by the author.