

Current JFA In-House Style Guide

I. Essays

- a. Please consult the *JFA*'s Accessibility and Sensitivity Handbook to review your essay for compliance before submitting your essay to the *JFA*.
- b. MLA Style
 - i. Abstract – The abstract is a paragraph or two (if necessary) that needs to state what the essay proves or demonstrates and summarize how this is proven or demonstrated. Please write the abstract in brief, complete sentences with a conscious effort to communicate clearly, simply and understandably what the essay contributes to the study of the fantastic.
 - ii. Key Words – Key words are not required but are welcomed and published, if the essayist supplies them.
- c. Quoting, Citing, Endnotes, and Works Cited
 - i. Keep quotes brief and within the limits of fair usage. Summarize the point made by the quote to cut down on excessive length of quotes.
 - ii. Cite the source of the quote consistently with MLA style: (Author's or Editor's last name, *Title* or "Title" of the source, page number or time stamp for films).
 - iii. Endnotes – Do not submit essays with footnotes. The *JFA* publishes Endnotes only.
 - iv. List Works Cited (not References or Bibliography) according to MLA formatting, including the city for publishers.

II. Creative Think Pieces

- a. Invited artists are welcome to contribute think pieces to the *JFA* addressing topics of interest.
- b. There is no word limit for think pieces, but artists are encouraged to review the Accessibility and Sensitivity Handbook, in case there are questions about style and word choice.

III. Book Reviews

- a. Currently, the *JFA* encourages submission of book reviews from essayists and artists interested in breaking into publishing in the *JFA*.
- b. Book reviews must analyze the basic information of books about the fantastic, broadly defined, published within the last two-and-a-half or possibly three years.
 - i. What is the book about?
 - ii. What is the book's significance to the study of the fantastic:
 1. Broadly defined?
 2. Narrowly defined in this subject's specialized field?
 - iii. Who is the audience for this book?
 - iv. What are your general or closing thoughts about this book's relevance to the study of the fantastic?
- c. Please review recent publications of the *JFA* to make sure you have included the information needed in the book review's header:
 - i. Author(s)' or Editor(s)' Name(s)

- ii. *Title of the Book*
 - iii. Publisher
 - iv. Number of pages
 - v. ISBN numbers
 - vi. Cost(s)
- d. Book reviewers are asked to submit a brief, relevant bio for publication.

