

Version: April 2010

Historical Studies in the Natural Sciences Style Sheet

In formulating and formatting your article please refer to the following guide based on *The Chicago Manual of Style: The Essential Guide for Writers, Editors, and Publishers*, 15th edition. If you have questions, do not hesitate to ask Managing Editor Diana Wear <diana@berkeley.edu>.

Formatting Guidelines: Main Text

Introductory material

At the top of the first page, flush left, begin your article with:

Article title

Author name(s), followed by a starred headnote*

*In the starred headnote, provide full contact information, including institutional affiliation, address, and e-mail address.

In the second paragraph in the headnote, supply an alphabetical list of all abbreviations and acronyms mentioned in the main text and footnotes. If a source, journal, or archival collection is used more than three times, suggest an abbreviation for it.

Examples: AP, personal papers of David Attwood, Materials Science Division, Lawrence Berkeley National Laboratory, Berkeley, CA; ZP, *Zeitschrift für Physik*.

For abstract, key words, and acknowledgments:

- Include an abstract of 200 to 250 words after the article title and author name.
- Avoid using acronyms in the abstract.
- Supply 6 to 8 key words after the abstract.
- Suggest an abbreviated title to be used as a running head; place after the key words.
- Place acknowledgments (no longer than 250 words) at the *end* of the paper.

Main Text: General

- Submit your manuscript (with page numbers) in Microsoft Word or RTF format.
- Double-space text, *including* block quotations, captions, and long headings.
- Direct quotes, titles, and single words all require double quotation marks (“ ”). Single quotation marks (‘ ’) are only used for quotations embedded in a direct quotation.
- Use quotation marks *only* for quoted material, *not* for emphasis or irony.
- Periods and commas are placed *inside* quotation marks.
- Use an em dash (—) instead of two dashes without spaces: word—word.
- Use an en dash (–), not a hyphen (-), between dates; e.g., August 3–5, 2009 (main-text format); 3–5 Aug 2009 (footnote format).
- Ellipses between two words in a single sentence: word . . . word; ellipses between one word finishing a sentence and one word beginning a new sentence: word. . . Word.
- Use original spelling for languages other than English (Réaumur, not Reaumur; *Zeitschrift für Physik*, not *Zeitschrift fuer Physik*), except for place names that are different in English (Rome, not Roma).

Section Titles

Type section headings flush left. First level headings should appear in all caps. For second level headings (i.e., subheads), use headline-style capitalization. Before each, include in brackets: [FIRST LEVEL HEADING], [Second Level Heading].

Tables, Figures, and Appendices

- Every table should be numbered with an Arabic numeral and given a title.
- Tables should be centered on the page; one table per page.
- Submit tables as separate files.
- Tables and figures should be numbered sequentially and called out in parentheses in the text to indicate approximate placement, e.g., (Fig. 1); (Table 1).
- Supply captions for all figures in one separate file, including sources and permissions to print.
- Submit figures in separate graphics files (.TIFF, .EPS, but *not* .JPG). Do *not* embed them in a Word file, PowerPoint file, or PDF.
- Figures must be grayscale, *not* color.
- Grayscale figures should be at least 300 dpi; line-art should be at least 600 dpi. (Line-art is a black-and-white graphic image consisting primarily of lines and which has no gradations of tone or shading. Ex: line graphs).
- If there is an appendix, submit it as a separate file.

Formatting Guidelines: Footnotes

The footnote should be primarily used to cite what is referenced in the text. It is *not* the place for a bibliography.

We ask that authors meticulously check their bibliographic data or arrange for someone else to do so. It is a fundamental expectation of *HSNS* that authors go to the trouble of providing correct bibliographic citations.

Formatting: General

- Use footnotes (in Arabic numerals) using your word processor's footnote function. Do not submit a bibliography.
- Double-space footnote text.
- Footnote citation is usually placed at the end of a sentence.
- When adding emphasis to a quoted passage, in footnote add the parenthetical phrase: (emphasis added). When quoting a passage with emphasis (select words in italics), no comment needed.
- Supply the full page range for articles that appear in journals or proceedings.
- Dates should appear in the following form: 3–5 Aug 2009. (Months are always abbreviated to the first three letters, with no period).

Source Citation Guidelines [Chicago 16.593–17.754]

We follow the *Chicago Manual of Style*. See www.chicagomanualofstyle.org.

Authored Books [Chicago 17.16]:

- Robert Bud, *The Uses of Life: A History of Biotechnology* (Cambridge: Cambridge University Press, 1993), 213. [Chicago 17.26]
- Helmuth Trischler and Rüdiger vom Bruch, *Forschung für den Markt: Geschichte der Fraunhofer-Gesellschaft* (Munich: C. H. Beck, 1999). [Chicago 17.27]
- Donald Stokes, Mary Smith, and John Turner, *Pasteur's Quadrant: Basic Science and Technological Innovation* (Washington, DC: Brookings Institution Press, 1997). [Chicago 17.28]
- Willian Garzke Jr., *Battleships: Axis Battleships in World War II*, 3rd edn., Battleship Series, vol. 3 (Annapolis, MD: Naval Institute Press, 1985), 379. [Chicago 17.79]

Edited Books

- Michael Thad Allen and Gabrielle Hecht, eds., *Technologies of Power: Essays in Honor of Thomas Parke Hughes and Agatha Chipley Hughes* (Cambridge, MA: MIT Press, 2001). [Chicago 16.85]
- Jack M. Holl, “The Peaceful Atom: Lore and Myth,” in *Atoms for Peace: An Analysis after Thirty Years*, ed. Joseph F. Pilat, Robert E. Pendly, and Charles R. Smith (Boulder: Westview Press, 1985), 149–59. [Chicago 17.69]
- Lorraine J. Daston and Katharine Park, eds., *Early Modern Science*, vol. 3 of *The Cambridge History of Science*, ed. David C. Lindberg and Ronald L. Numbers (Cambridge: Cambridge University Press, 2006). [Chicago 17.89]

Preface, Foreword, Chapter, etc., in an authored work [Chicago 17.75]

- R. W. Stephens, foreword to *The Chemical Warfare Service: Organizing for War*, by Leo P. Brophy and George J. B. Fisher (Washington, DC: Office of the Chief of Military History, United States Army, 1959), ix.

Journal Articles [Chicago 17.154; include full pages of article]

- Catherine Westfall, “Rethinking Big Science: Modest, Mezzo, Grand Science, and the Development of the Bevalac, 1971–1993,” *Isis* 94, no. 1 (2003): 30–56, on 31.
(“on” indicates the page(s) on which a particular passage quoted in the manuscript appears).
- J. L. Heilbron, “The Earliest Missionaries of the Copenhagen Spirit,” *Revue d’histoire des sciences* 38 (1985): 195–230, esp. 222.
(“esp.” indicates the page(s) of a passage to which the author wants to bring the reader’s attention, but which isn’t quoted in the manuscript).
- Alice Conley, “Fifth-Grade Boys’ Decisions about Participation in Sports Activities,” in “Non-Subject-Matter Outcomes of Schooling,” special issue, *Elementary School Journal* 99, no. 5 (1999): 131–46.
(If a special issue of a journal has an editor, cite that after the special issue’s title.)

Newspapers [*Chicago* 17.188; page no. not necessary]

- Jean Monnet, “Monnet Appeals for a United States of Europe,” *New York Times*, 16 Jun 1955.

Book Reviews [*Chicago* 17.201]

- Steven Spitzer, review of *The Limits of Law Enforcement*, by Hans Zeisel, *American Journal of Sociology* 91 (1979): 726–29.

Interviews [*Chicago* 17.204]

If the interviewer is the *HSNS* author:

- John Perry, interview by author, Washington, DC, 29 Oct 2007.

If the interviewer is someone else:

- Paul Harteck, interview by Joseph J. Ermenc, in *Atomic Bomb Scientists: Memoirs, 1939–1945* (Westport, CT: Meckler, 1989), 77–133, on 82.

Dissertations, theses [*Chicago* 17.214]

- David Christopher Magnus, “In Defense of Natural History: David Starr Jordan and the Role of Isolation in Evolution” (PhD dissertation, Stanford University, 1993).

Personal Communications [*Chicago* 17.208]

- Joe Smith, e-mail correspondence with author, 17 Dec 2000.

“Quoted in” (citations taken from secondary sources) [*Chicago* 17.274]

- Louis Zukofsky, “Sincerity and Objectification,” *Poetry* 37, no. 3 (2001): 45, quoted in Bonnie Costello, *Marianne Moore: Imaginary Possessions* (Cambridge, MA: Harvard University Press, 1981), 78.

Online Original Content [*Chicago* 17.237; include access date]

- Evanston Public Library Board of Trustees, “Evanston Public Library Strategic Plan, 2000,” Evanston Public Library, <http://www.epl.org/library/strategic-plan.00.html> (accessed 18 Jul 2001).

Public Documents [*Chicago* 17.290–17.358]

Committee Reports

- Defense Science Board, *Report of the Defense Science Board 2008 Summer Study on Capability Surprise*, report prepared for the Office for the Under Secretary of Defense for Acquisition, Technology, and Logistics, Sep 2009, DTIC no. ADA506396 (Washington, DC).

Government Commission Publications

- 32. Senate, *Report of the Federal Trade Commission on Utility Corporations*, 70th Cong., 1st sess., 1935, S. Doc. 91, pt. 71A.

Proceedings [*Chicago* 17.69, with some variation]

- John Gofman and Arnold Tamplin, “Epidemiologic Studies of Carcinogenesis by Ionizing Radiation,” 20 Jul 1971, in *Sixth Berkeley Symposium on Mathematical Statistics and Probability: Proceedings, 1970–1971*, ed. Lucien M. Le Cam, Jerzy Neyman, and Elizabeth L. Scott, vol. 6, *Effects of Pollution on Health* (Berkeley: University of California Press, 1971), 235–77.
- John Upton, “Comparative Observations on Radiation Carcinogenesis in Man and Animal,” in *Carcinogenesis, a Broad Critique: Proceedings*, Twentieth Annual Symposium on Fundamental Cancer Research 1966, University of Texas M. D. Anderson Hospital and Tumor Institute, Houston, TX (Baltimore, MD: Williams and Wilkins, 1967), 631–75.

Manuscript Collections (Archival Material) [*Chicago* 17.222–17.254]

General Format: Author, title of document, date of the item, name of the collection, box #, folder #. (If the source has other identifying marks, please include them.)

- Mary Andrews, “Talk with Jack Bartram about Selection of Architect,” 26 Sep 1960, UCAR/NCAR Archives, Collection 8731, Box 2, Folder 21.
- Notes on conversation with Edward Larabee Barnes, 9 Jul 1961, UCAR/NCAR Archives, Collection 8731, Box 1, Folder 16.
- A. E. Brenner to Leon Lederman, re “New Computer Architecture Research,” 18 Dec 1969, LP, Box 24, Folder Computers.
- “Tandem Van de Graaff Accelerator Facility,” Jun 1962, U.S. Atomic Energy Commission, Construction Project Description FY 1964, Project 05-1-64-3-000-52, BNL, historian’s office, Tandem drawer.

Additional Instructions for Archival Sources

- If the archive center or collection has already been identified in the headnote with an acronym, indicate with only the acronym.
- If there is no author listed, the item is listed first (example: memorandum, report, notes). Letters are indicated by “[Sender] to [Recipient].”
- Quotation marks are used only for specific titles. Generic names, such as report or memorandum, are capitalized *only* if part of a formal heading that appears in the manuscript. Otherwise, they are lowercase.
- If the full name of the author has been identified earlier in a particular archival reference that identifies box #, folder #, and you are citing another document in the same archival location by that author for the first time, use only that author’s last name.

For further cases, see the *Chicago Manual of Style*.

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Short Form [*Chicago* 17.230]

HSNS uses short form in footnotes to indicate a source that has already been fully cited in a previous footnote. Shorten titles to *four words or fewer*. Indicate page number (unless the reference is general).

General format for books, edited volumes, etc.: Author's Last Name, Shortened Title (ref. #), page #.

- Bud, *Uses of Life* (ref. 5).
- Smith, "Unconventional Water Treatment" (ref. 6), 43.
- Stokes et al., *Pasteur's Quadrant* (ref. 9), 178.

General format for archival materials: Author/Sender to Recipient, item (abbrev.), date of item, collection or collection abbreviation (ref. #).

- Fermi, Notebook 22, 1937, FM (ref. 25).
- Notes, 9 Jul 1961, UCAR/NCAR Archives (ref. 26).
- Palmiter to Hendee, 18 Dec 1969, HPS (ref. 27).

General format for interviews: Interviewee's last name, interview (ref. #).

- Perry, interview (ref. 6).

Note: Add author's first name only in cases where there is ambiguity.

Additional Remarks

- Punctuation around footnote citation:
 - ending word⁴⁰,
 - ending word.⁴⁰
- Spell out journal names in full. If a journal is cited three or more times, define an acronym in the headnote.
- Ibid. (period, no italics) is used to refer to the source cited in the note immediately preceding. It is not used if the preceding note contains more than one citation.
- Op. cit., loc. cit., and idem are not used.
- n.p. is used when the place of publication is not known, placed before the publisher's name.
- n.d. is used when the date is not known
- Volume numbers are always Arabic numerals (not Roman numerals)
- ca. is used for circa (e.g., ca. 1954–63)
- Use serial comma (A, B, and C).
- Use city names as they are recognized in the United States (e.g., Warsaw, *not* Warszawa).