

Journal of Haitian Studies Style Guide

Style Guide for Full Articles

JOHS prefers articles to be prepared according to *The Chicago Manual of Style*, 16th ed. (CMS). JOHS will also accept social science articles prepared in accordance with *The Publishing Manual of the American Psychological Association*, 6th ed. (APA). This guide has been developed with CMS in mind. For issues not covered in the guide, please refer to the appropriate manual. JOHS does not accept articles prepared in accordance with the Modern Language Association Style Manual.

JOHS also relies on the following references: Oxford English Dictionary, online American ed.; Haitian Creole-English Bilingual Dictionary; Le Grand Robert, French ed.; and Larousse Advanced French-English/English-French Dictionary, 2007 ed. Please consult these resources for spelling and other issues of orthology.

ABBREVIATIONS

Whenever possible, avoid abbreviations in the text.

When referring to individuals who abbreviate their names, include periods and a single space between periods and letters.

C. L. R. James

W. E. B. DuBois

Note that other abbreviations do not use periods or spaces between letters.

UN

US

MINUSTAH

CARICOM

ACKNOWLEDGMENTS

Acknowledgments are made in the first person and appear as a first unnumbered note in the endnote section.

I would like to thank Claudine Michel for her assistance in the publication of this article. This essay was first presented at the Caribbean Crossroads Conference at the University of California, Santa Barbara.

CAPITALIZATION

After a Colon

The first word following a colon begins with a lowercase letter, unless (1) the material introduced by a colon consists of more than one sentence, or (2) it is a quoted statement [CMS, 6.61].

Quotations

Silently correct initial capitalization in quotations depending on the relationship of the quotation to the rest of the sentence (see CMS 13.4). For instance:

Jean-François Pierre states that “artists in Haiti have come to international prominence.”

but

Jean-François Pierre states, “Artists in Haiti have come to international prominence.”

A lowercase letter following a period plus ellipses (three dots) should be capitalized if it begins a grammatically complete sentence (CMS 13.51).

“The spirit of our American radicalism is destructive and aimless. . . . On the other side, the conservative party . . . is timid, and merely defensive of property.”

Titles of Works

For titles in English, capitalize the first and last words and all nouns, pronouns, adjectives, verbs, adverbs, and subordinating conjunctions. Lowercase articles (*a*, *an*, *the*), coordinating conjunctions, and prepositions (regardless of length). The *to* in infinitives and the word *as* in any function are lowercased.

For titles in French, capitalize the first word of the title and all proper nouns. If the first word is an article, then the first noun is also capitalized. Also, capitalize the first word following a colon (CMS, 11.30).

CAPTIONS AND CREDITS

Captions take sentence-style capitalization (CMS, 8.156) unless they list the formal title of an image, in which case they are capitalized in headline style. Captions that are complete sentences include terminal punctuation; those that consist solely of a single phrase do not. If a caption consists of two or more phrases or sentences, terminal punctuation should follow each phrase or sentence. If credit or source information is provided, it should be the last element of the caption, without terminal punctuation.

Figure 1. Two Haitian artists and their work, 2010

Figure 2. Two Haitian artists pose with their work, 2010.

Figure 3. Two Haitian artists pose with their work, 2010. Photograph courtesy of Getty Images

Figure 4. Two Haitian artists and their work, 2010. Artists like these sell their work in open-air markets in Port-au-Prince. Photograph courtesy of Getty Images

COMMAS

Items in a series are normally separated by commas. When a conjunction joins the last two elements in a series of three or more, a comma—known as the serial or series comma or the Oxford comma—should appear before the conjunction (CMS, 6.18).

Fabienne was singing, Jean was playing guitar, and Pierre-Louis was playing drums.

I want no ifs, ands, or buts.

In order to make her famous tasso recipe, Marie required 5 lbs of pork, 3 tbsp kosher salt, 2 tsp cayenne, 4 tbsp paprika, 2 tbsp fresh garlic, 2 tbsp coarsely ground black pepper, 1 tsp cinnamon, 1 tbsp white pepper, and 1 tbsp brown sugar.

CONTRIBUTOR'S NOTES

JOHS does not include contributor's notes. Each author's affiliation is printed underneath their name at the beginning of the essay.

DATES AND TIMES

February 8, 1996

June 1863

fall 1992

8:15 a.m.

10–14 June 1863

from May to June 1863

the early nineteenth century; early-nineteenth-century fiction

late-nineteenth- and early-twentieth-century fiction

c. 1860 (not ca.)

from 1957 to 1967

1896–1900; 1863–65; 1906–9 BUT from 1896 to 1900

the 1850s; the 1920s; the eighties, the fifties (not the '20s)

AD 873; 640 BC (full caps, no periods)

September 11

9/11

DOCUMENTATION

JOHS requires essays to feature both endnotes and a bibliography. Note citations should include the last name(s) of the author(s) or editor(s), a shortened title of the work, and the page number. For sources cited over three times in the text, an abbreviation is designated in the first endnote, and parenthetical citations in text are used thereafter.

Future citations to *The Black Jacobins* are to this edition and will be cited parenthetically in the text as *BJ*.

James, *The Black Jacobins*, 124.

Abbreviations and Latin Terms in Documentation

JOHS does not use the following Latin abbreviations and words in its documentation: *loc. Cit.*, *op. cit.*, *infra*, *supra*, *idem*, *f.*, *ff.*, and *passim*.

Ibid. is set in roman type; [*sic*] is italicized and placed in brackets.

Et. al is not used in-text or in the bibliography. In notes, it is used when there are four or more authors.

Online Sources

An access date is required only if no publication date is provided. The full URL should be cited, but is not an adequate citation by itself. Only permanent links should be cited. Temporary, or search links, should be avoided.

If the source is available in both paper and digital format, you may cite whichever form you prefer.

Publishing Information

Bibliography entries should contain complete and unabbreviated publication information. The name of publishing firms should be listed in full.

Sample Citations

Book, Single Author

James, C. L. R. *The Black Jacobins: Toussaint L'Ouverture and the San Domingo Revolution*, 2nd ed. New York: Vintage Books, 1989.

Miller, Paul B. *Elusive Origins: The Enlightenment in the Modern Caribbean Historical Imagination*. Charlottesville: University of Virginia Press, 2010.

Book, Multiauthor: With two or three authors, list authors in the order in which they appear on the title page. With more than three authors, use the first author's name followed by "et al."

Meeks, Brian, and Norman Girvan. *Caribbean Reasonings: The Thought of New World, The Quest for Decolonisation*. Kingston: Ian Randle Publishers, Jamaica, 2010.

Electronic Books

Danticat, Edwidge. *Breath, Eyes, Memory*. New York: Soho Press, 2003. Kindle Edition.

Journal Article: JOHS identifies the specific issue of a journal by volume and by issue number. If the issue number is not available, use the season or month. Seasons are not capitalized, but months are.

Yancy, George. "Colonial Gazing: The Production of the Body as 'Other.'" *The Western Journal of Black Studies* 32, no. 1 (2008): 1–15.

Online Journal Article

Eble, Connie C. "The Louisiana Purchase and American English." *American Speech* 78 (winter 2003). <http://muse.jhu.edu/journals/as/summary/v078/78.4eble.html>.

Popular Magazine Article

Colapinto, John. "Looking Good: The New Boom in Celebrity Philanthropy." *The New Yorker*, March 26, 2012, 56.

Online Magazine Article

Klarreich, Kathie. "Food Crisis Renews Haiti's Agony." *Time*, April 9, 2008. <http://www.time.com/time/world/article/0,8599,1729150,00.html>.

Newspaper Article

Cave, Damien. "Wyclef Jean Says He Will Challenge Haiti's Election Ruling." *New York Times*, August 23, 2010.

Online Newspaper Article

Sontag, Deborah, and Stephanie Storm. "Star's Candidacy in Haiti Puts Focus on Charity." *New York Times*, August 10, 2010. <http://www.nytimes.com/2010/08/17/world/americas/17haiti.html?gwh=C22389C6B25E1D2954C4F39C5971102A>.

PhD Dissertation

Clitandre, Nadège Tanite. "Haiti Re-membered: Exile, Diaspora, and Transnational Imaginings in the Writings of Edwidge Danticat and Myriam Chancy." PhD diss., University of California, Berkeley, 2009.

Chapter in a Book (one author)

Felski, Rita. "Authors." In *Literature after Feminism*, 57–94. Chicago: University of Chicago Press, 2003.

Chapter in a Collection

McAlister, Elizabeth A. “‘The Jew’ in the Haitian Imagination: Pre-Modern Anti-Judaism in the Post-Modern Caribbean.” In *Vodou in Haitian Life and Culture: Invisible Powers*, edited by Claudine Michel and Patrick Bellegarde-Smith, 79–101. New York: Palgrave Macmillan, 2006.

Website Articles/Blogs

McClelland, Mac. “Did Your Haiti Donations Ever Get Spent?” *The Rights Stuff* (blog). January 5, 2012. <http://motherjones.com/rights-stuff/2012/01/did-your-haiti-donations-ever-get-spent>

EMPHASIS

If italics are added to a quoted passage for emphasis, the passage must be followed by (emphasis mine) within the quotation marks. The author does not need to indicate (emphasis in original) when italics appear in the original extract.

FOREIGN LANGUAGE USAGE

JOHS accepts articles in English, French, Haitian Creole, and Spanish.

French Usage

Articles written in French should adhere to the same rules outlined in the CMS and in this document, except from where they differ from the conventions of written and scholarly French. These differences are outlined in CMS 11.28-11.40.

Haitian Creole Usage

Articles written in Haitian Creole should adhere to the same rules outlined in the CMS and in this document, except from where they differ from the conventions of written and scholarly Haitian. See Fekyè Vilsen ak Mod Etelou; Diksyonè Kreyòl Vilsen; Diksyonè Kreyòl Anglè; or Diksoynè Anglè Kreyòl/English Kreyòl Dictionary for guidelines.

Spanish Usage

Articles written in Spanish should adhere to the same rules outlined in the CMS and in this document, except from where they differ from the conventions of written and scholarly Spanish. These differences are outlined in CMS 11.76-11.83.

INCLUSIVE LANGUAGE

Always use bias-free and gender-neutral language (avoid *chairman*, *mankind*, and the like). See CMS, 5.225.

For pronouns, do not use the following nonstandard forms: “he/she,” “s/he,” “(s)he.” Instead, use “he or she” or “she or he” or recast the sentence in the plural. However, if you are writing about something that clearly only concerns one sex, use the appropriate pronoun.

NUMBERS. See also DATES AND TIMES

Spell out cardinal and ordinal numbers up to 100, any number at the beginning of a sentence, and common fractions. Common fractions are hyphenated as well. Numerals are used to express sums of 101 and above.

Thirty-two children from ten families were packed into three vans.

8,000 trees, forty-seven thousand persons.

The three parking lots will provide space for 560 more cars

one-fifth to an almost incredible one-half, two-thirds

the 122nd and 123rd days of the strike

300-odd articles

53 percent of the population

\$1.8 billion for relief funds

Exceptions: When referring to chapter and section numbers, numbers do not need to be spelled out:

chapter 2

part 1

Numbers that express decimal quantities, dollar amounts, and percentages are written as figures.

80 percent

15–20 percent of the citizen population

more than \$56

Numbers applicable to the same category are treated alike in the same context.

between 51 and 211 people

NUMBERS, INCLUSIVE

Inclusive page numbers use all digits when indicating a range:

1–2, 3–11, 74–75, 100–103, 104–109, 112–115, 414–532, 505–516, 600–612,
1499–1501

Note: Use an en dash, not a hyphen, to indicate a numeric range (1–2, not 1-2)

Roman numerals are used in the pagination of preliminary matter in books, in family names and the names of monarchs and other leaders in a succession, in the names of world wars, in legal instruments, and in the titles of certain sequels.

On page iii Bentsen sets out his agenda.

Neither John D. Rockefeller IV, Elizabeth II, nor John Paul II was born before World War I.

Yet Title XII was meant to rectify not only inequities but iniquities.

Most critics consider *The Godfather, Part II* a better movie than *Jaws 2*. [Follow the usage in the original work, per *CMS*, 9.44.]

Arabic numerals are used for the parts of books.

In part 2, chapter 2, of volume 11 of the *Collected Works*, our assumptions are overturned.

POSSESSIVES

The possessive of a noun ending with the letter *s* is formed by adding an apostrophe and an *s*.

Kansas's weather
 Burns's poetry
 Camus's novels
 Descartes's philosophy
 Euripides's plays
 Demosthenes's orations
 Jesus's name
 Moses's direction

TRANSLATIONS

Definitions of isolated foreign words or phrases are enclosed in parentheses following the original. When it seems advisable to translate a lengthier passage within the text, the translation is placed in parentheses following the original. Quotation marks are used only for the original.

The word she used was not *une poêle* (a frying pan) but *un poêle* (a stove).

When an original non-English title and its translation appear together in the text, the first version (whether the original or the translation) takes the form of an original title, and the second version is always enclosed in parentheses and treated like a bona fide title (whether or not the work represents a published translation), with capitalization appropriate to the language. Capitalize only words that would be capitalized in normal text (first word of title and subtitle and all proper nouns).

I read *Mi nombre es Roberto* (*My Name Is Roberto*) in 1989.
 I read *My Name Is Roberto* (*Mi nombre es Roberto*) in 1989.
 Rubén Darío's poem "Azul" ("Blue") is one of my favorites.
 Rubén Darío's poem "Blue" ("Azul") is one of my favorites.

If an extended passage has been translated by the author, indicate "(my translation)" following the translated text or "Unless otherwise noted, all translations are my own" in the endnote for the translated source.

USAGE

Neologisms

While neologisms are to be avoided generally, they should be placed within quotation marks at first use.

Scare Quotes

JOHS avoids scare quotes whenever possible. In most cases, the author's control of context can and should convey how a word is being used.

Race, Ethnicity, Nationality & Religion

African American

JOHS uses *African American* for both the noun and the adjective. If “African-American” appears in the title of a work, leave the hyphen as it is.

Haitian American

Similarly, JOHS uses *Haitian American* to refer to members of the Haitian diaspora living in the United States. If “Haitian-American” appears in the title of a work, leave the hyphen as it is.

Diaspora/diaspora

JOHS uses both *Diaspora* and *diaspora* to refer to Haitians living abroad or to the condition in general. Writers should use the term consistently regardless of their preference.

United States, US, American

JOHS prefers *US* rather than *American* for political and historical contexts, in order to avoid confusion between country and continent(s). However, the abbreviation *US* should only be used as an adjective.

The United States of America occupied Haiti.

The history of the United States.

The US occupation of Haiti.

The US government.

Vodou, Vodoun, Voodoo

JOHS endorses the use of *Vodou* when referring to the Haitian religious practice. Since the term refers to a proper noun, it must always be capitalized. JOHS prefers writers to avoid the use of *Voodoo*, unless referring to the term ironically or to misconceptions about Haitian spirituality. JOHS does not use the term *Vodoun*.

Style Guide for Reviews

All book reviews should conform to CMS and the guidelines outlined above, with the following exceptions:

PUBLICATION INFORMATION

Reviews should include full publication information before the body of the review (author, title, publisher with date and place of publication, ISBN number, number of pages, price, and material).

The Marassa Concept in Lilas Desquiron’s Reflection of Loko Miwa.

By Florence Bellande-Robertson. Dubuque, Iowa: Kendall/Hunt, 1999.

ISBN 0-7872-6373-7. 140 pp. \$25.95 cloth.

***Aunt Résia and the Spirits and Other Stories.* By Yanick Lahens, translated by Betty Wilson, foreword by Edwidge Danticat, afterword**

by Marie-Agnès Sourieau. Charlottesville and London: University of Virginia Press. CARAF Books, 2010. ISBN 978-0-8139-2900-2. 224 pp. \$55.00 cloth.

QUOTATIONS

Quotations taken from the text under review may be cited parenthetically.

Quotations from other texts should be appropriately denoted with notes.

Bibliography

Only include a bibliography if you have referenced materials other than the book under review.