

THE CANONIST

JOURNAL OF THE CANON LAW SOCIETY OF AUSTRALIA AND NEW ZEALAND

GUIDELINES FOR AUTHORS

Authors of articles submitted for publication in *The Canonist* are requested to follow these guidelines.

1. The length of articles can range from approximately 5000 to 8000 words.
2. Articles are typed in Times New Roman, single spaced. Use one space only at the end of a sentence.
 - Title: centred, bold, 22pt. Spacing: 30 pt before, 6 pt after.
 - Text: justified, first line indented 1 cm, 14pt. spacing 6 pt before and after
3. Where headings are used to divide the article print them in a distinctive manner so that they are recognizable as such. Headings are not numbered. Avoid having a subheading immediately after a heading.
 - If two levels of heading are used: Level 1: Bold; Level 2: Bold, italic
 - If two or more levels of heading are used: Use numbering, bold type, Level 1: **1.** Level 2: **1.1**; Level 3: **1.1.1**
4. Foreign words should be italicized and the English translation be given.
5. Italicize foreign words and the names of books and journals, whether appearing in the text of the article or in footnotes.
6. Lengthy quotations are presented as a block citation, indented from the left margin without quotation marks.
7. Present dates in the form: 21 September 2009.
8. Footnotes should appear at the bottom of the page and not as end notes.
 - Footnotes typed in Times New Roman 12 pt, hanging 0.75cm, space before and after 0.
9. Give complete bibliographical information the first time a work is referenced. For example: Ladislaus Örsy, *Theology and Canon Law: New Horizons for Legislation and Interpretation*, Collegeville, MN: Liturgical Press, 1992, 56-57.
 - Please do not use p/pp when giving page numbers.
 - Please do not use small caps for surnames of authors.
10. Each subsequent reference can be presented in an abbreviated form. For example: Örsy, 209.
11. In general follow a standard style manual, such as *The Chicago Manual of Style*.
12. It is preferable to send the article as an email attachment.
13. Please provide a brief autobiography for inclusion (3-4 lines)

Your adherence to these guidelines will facilitate the preparation of the proofs of *The Canonist* and is greatly appreciated.