

ESSE Messenger Stylesheet

Please submit your contribution to the **Editor** at: esse.messenger@outlook.com, as a **.doc / .docx / .odt** file, attaching also a **.pdf** version if it requires the use of special fonts or contains special formatting, tables or diagrams / images.

Articles

Paper Heading

- title (centered, bold)
- your name (bold),
- your university affiliation (regular),
- an abstract of no more than 100 words (Times New Roman 10).
- 4-6 keywords (Times New Roman 10)

Formats

- Paper format: A4
- Margins:
Top and Bottom: 1 inch (2.5 cm),
Left and Right: 1 inch (2.5 cm).
- Document font: Times New Roman 12.
- Line spacing: Single, Justified
- Use Word in-built styles: **Heading 1 for the article title** and **Headings 2 and 3 for subtitles**.
- Use Italics for emphasis, book titles, words in foreign languages, etc.
- Leave a space between paragraphs, titles, subtitles, block quotations, diagrams or tables.
- Indent longer quotations (block quotations) 0.5 inch (1.25 cm) left and right in Times New Roman 10.
- **Do not number pages.**
- Please avoid abbreviations – also in the text and notes. Only the simplest and most common are acceptable ('etc.', 'i.e.', 'e.g.', 'et al.'). Appendices must appear at the end of the text, after the references.
- As your article will be published both in HTML and PDF format, **do not use footnotes for bibliographical citations**. Place such citations directly in the text, in parentheses. Follow the conventions of:
APA (for articles of linguistics); details at: <https://owl.english.purdue.edu/owl/section/2/10/>
and
MLA (for articles of literature and cultural studies); details at:
<https://owl.english.purdue.edu/owl/section/2/11/>.
- If you still have notes and / or remarks to add to your article, number them manually – “[1]” – and place them at the end of the document under the heading **Notes**.
- Place your bibliographical (works cited) list – arranged in alphabetical order – at the end of the document under the heading **References**. Use paragraph hanging indent 0.5 inch (1.25 cm) and Times New Roman 10.

Length limit

Do not exceed **10-12 pages**.

Book reviews, events / conference reports, publications

Please observe the formatting rules listed above and provide full details of the book or event concerned in the title, followed by your name and affiliation, e.g.:

Reviews

- Name and surname of the author of the book,
- Title of the book.
- Place of publication: name of the publisher, year of publication. Number of pages, price, ISBN (both HB and PB if applicable).
- Name and surname of the reviewer (affiliation, country)

Events

- Official title of the event
- Place, dates of beginning and end of the event.
- Name and surname of the reporter (affiliation, country)

Publications

- Working title of the book or title of the host journal
- Deadline for proposals
- Contact address (name and email address of main contact person)