

Arts and International Affairs Style Formatting Guide

Language:

AIA accepts both US / UK spelling variants, as long as they are used consistently throughout the text (except for quotations).

References:

Book

de Grazia, Victoria. (2006) *Irresistible Empire: America's Advance through Twentieth-Century Europe*. USA: Harvard University Press.

Monograph

Benhabib, Seyla. (1992) *Situating the Self: Gender, Community, and Postmodernism in Contemporary Ethics*. New York, NY: Routledge, Chapman & Hall, Inc.

Journal Article

Miller, Toby. (2007) Global Hollywood 2010. *International Journal of Communication* 1 (1): 1–4.

Newspaper or Magazine Article

Etzioni, Amitai. (2010) Unshackle the Troops. *The New Republic*, August 12.

Chapter or Article in an Edited Book or Volume

Throsby, David. (2013) The Economics of Heritage Conservation: A Discussion. In *Historical Perspectives on Preventive Conservation*, ed. Sarah Staniforth, 349–350. Los Angeles: the Getty Conservation Institute.

Electronic Source

United Nations Educational, Scientific and Cultural Organization. (2009) Measuring the Economic Contribution of Cultural Industries: A Case Study of Serbia. *UNESCO Institute for Statistics*. <<http://www.uis.unesco.org/Library/Documents/framework-cultural-statistics-hbk-4-measuring-economic-contribution-cultural-industries-serbia-2015-en.pdf>> (Accessed 7 February 2016).

Government Document

Clinton, William J. (1994) Public papers of the Presidents of the United States, William J. Clinton. Washington: Office of the Federal Register, National Archives and Records Administration.

Television and Radio

Public Broadcasting Service (PBS). (2016) Charlie Rose, January 24.

Paper presented at a conference or meeting

Singh, J.P. (2015) Racism and Collective Action at the WTO. Paper presented at International Studies Association Annual Convention, New Orleans, LA, February 17–21.

In-Text Citations:

Format in-text citations using any of the following:

1. Author named and year cited: Victoria de Grazia (2006) argues
2. Author and year cited: There's evidence (Throsby 2013) to suggest
3. Multiple authors: There's evidence (Singh et al. 2015) to suggest
4. Author and year cited with pagination: There is evidence (Throsby 2013:350) to suggest

Text Formatting:

AIA follows Chicago Style for formatting text and graphics in the articles. The following is adapted from the Chicago Manual of Style Online.

Heading

Titles must be centered and italicized. Section headings should be boldfaced, aligned-left and separated by a paragraph line. Second level headings are italicized, aligned-left and separated by a paragraph line.

Quotations

Quotations may be edited for style, but never for content. Use ellipses to indicate omitted text without changing the original meaning of the quotation. Punctuation and capitalization at the beginning and end of quotations may be modified for incorporation into a paragraph if the preceding rules are followed.

Notes

Use author-date citations for sources and numbered footnotes only for lengthy comments. Footnotes must be numbered in chronological order. Moreover, the numbered footnotes can themselves contain parenthetical author-date citations when necessary.

Multimedia and Graphics

Each illustration, graph or work should be clearly and numerically labeled. References can be made to a work of art using the title of the piece, but use numerical references for comparison (i.e. The difference in content between Figure 1 and Figure 2). The author should also provide appropriate captions for each multimedia entry.