

African Economic History Style Guide

The editors of AEH strongly encourage all submissions to follow the style guidelines set out below. This will facilitate the production process and reduce the need of the editors to contact submitting authors with corrections.

1. Manuscript form

Manuscripts are to be submitted via email to the editors as attachments. Times New Roman font 12 is preferred for the text and New Times Roman font 10 for the notes. Camera ready charts, graphs, and maps are to be submitted as separate files. No abstract is required.

Manuscript titles should be centered, in bold and capitalized. The author's name and affiliation should appear below the manuscript title, centered and in bold. Sections within the manuscript are to be numbered (Roman numerals), centered, and in bold. Sub-headings are to be in bold, but not centered.

The tab command is to be used to indent paragraphs; use "indent" for long quotations, justified to the left. There should be no hard returns except at the end of paragraphs. Text is to be double spaced, with quotations blocked. All margins are to be 1 inch. Every page is to be numbered, and U.S. spelling is to be used exclusively. Manuscripts should contain no extra-long or extra-short paragraphs. Italics should be used in place of underlining.

2. Notes on style

Names of months are written out in full in the text and the notes. Dates are to be written day/month/year (e.g. 3 September 1911); "nineteenth century" should be used, rather than "19th century"; "precolonial," not "pre-colonial"; "%," not "percent" or "per cent".

No academic titles (e.g. Dr., Professor) within the text and notes; all punctuation should fall within final quotation marks; and no ampersands (&) should appear except in quotations.

3. Documentation

Endnotes, not footnotes, must be used. In the endnotes, include the identity and location of an archive in the first citation, with an acronym used in subsequent references.

Do not use "op. cit." or "loc. cit.". Do not use "p." or "pp.," just the page number(s) as shown in the examples below.

The first reference to a **monograph** should contain all of the pertinent information, as follows: José C. Curto, *Enslaving Spirits. The Portuguese-Brazilian Alcohol Trade at Luanda and its Hinterland, c. 1550-1830* (Leiden: Brill, 2004), 94. Second and subsequent references should be abbreviated, as follows: Curto, *Enslaving Spirits*, 94. The first reference to a **chapter in an edited collection** should contain all of the pertinent information, as follows: José C. Curto, "The Story of Nbena, 1817-1820: Unlawful Enslavement and the Concept of 'Original Freedom' in Angola," in Paul E. Lovejoy and David V. Trotman, eds., *Trans-Atlantic Dimensions of Ethnicity*

in the African Diaspora (London: Continuum, 2003), 43-64. Second and subsequent references should be abbreviated, as follows: Curto, "Story of Nbena," 55. The first reference to an **article in a journal** should contain all of the pertinent information, as follows: Paul E. Lovejoy and David Richardson, "Trust, Pawnship, and Atlantic History: The Institutional Foundations of the Old Calabar Slave Trade," *American Historical Review* 104:2 (1999), 332-355. Second and subsequent references should be abbreviated, as follows: Lovejoy and Richardson, "Trust, Pawnship and Atlantic History," 340. The first reference to an **M.A. thesis or Ph.D. dissertation, as well as other unpublished materials**, should contain all of the pertinent information, as follows: Roquinaldo Ferreira, "Transforming Atlantic Slaving: Trade, Warfare and Territorial Control in Angola, 1650-1800," Ph D dissertation, University of California at Los Angeles, 2003, 100. Second and subsequent references should be abbreviated, as follows: Ferreira, "Transforming Atlantic Slaving," 100.