

GUIDELINES FOR AUTHORS

The Encyclopedia of Celtic History & Culture

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Objectives and readership. *The Encyclopedia of Celtic Studies* is intended as a primary reference tool in Celtic studies and also to function as a portal into further research. The articles will combine a dense presentation of factual information and reference within a narrative matrix of readable analysis. The success of the Encyclopedia will require a balanced approach: writers are asked to avoid presenting mere lists of sources, on the one hand, or lengthy theoretical interpretation on a narrow base of evidence, on the other.

The Encyclopedia of Celtic History and Culture is targeted at a level accessible to university undergraduates, advanced secondary-school students, and educated non-specialists. It is also intended as an essential tool for professed Celticists and specialists in related disciplines. As in many fields, most of the 'cutting-edge' studies are specialised and accessible only to a narrow readership, and what is available falls well short of presenting the breadth of accomplishments of current scholarship. Therefore, within Celtic studies itself, most

archaeologists seldom 'cross over' into language and literature, Welsh scholars into Irish, medievalists into the modern period, and so on. The Encyclopedia is meant to fill this gap with articles that are intellectually up to date and abundant in hard evidence, but readable for both generalists and specialists working across disciplines.

A further aim is to provide a substantial re-evaluation of Celtic studies that will be serviceable for students and researchers well into the 21st century. This overview will take on the new perspectives arising from recent and ongoing constitutional changes affecting Scotland, Wales, and Northern Ireland; the multiple aspects European integration; and the broader processes of global access to information and multiculturalism.

Taking special note of the recent controversy in Britain over the concept of Celticity and use of the term 'Celts', the Encyclopedia will follow a closely linguistic definition of 'Celtic', in the sense of what pertains to one or more Celtic-speaking societies. A Celtic unity will not be assumed for cultural domains other than language. Where relevant, developments within the Celtic countries will be placed in the context of parallel developments amongst European neighbours and general international phenomena.

Scope and approach. The time span extends from later prehistory (the beginnings of settled agriculture) to the present. For the preliterate period, it will be necessary to stress that we are describing the landscape

and cultural continuums in which the Celtic languages were to later appear.

The geographic range will focus most intensely on the four countries in which Celtic languages have been spoken continuously for many centuries: Brittany, Ireland, Scotland, and Wales. Full attention will also be given to areas where Celtic speech broke down in modern times (i.e. Cornwall and the Isle of Man), the Middle Ages (Pictland, Strathclyde and Cumbria, and probably Galicia), and antiquity (Gaul, the Hispanic Peninsula, Northern Italy, Central Europe, the Balkans, and central Asia Minor).

The Celtic-speaking peoples will be examined through the perspective of four major traditional disciplines: the study of language, literature, history, and material culture. The aim is to be comprehensive, so such areas as law, folklore, mythology, music, drama, politics, and modern media will be fully included. Texts in English and French by writers from the Celtic countries will be dealt with in connection with their use of sources from the Celtic languages and the impact of major developments in modern Celtic scholarship.

Organisation. Articles will be arranged by alphabetical entries, heading articles of 50 to 10,000 words. In addition, there will be some headings merely directing the reader to one or more articles. Entry headings will identify such topics as names of languages, places, peoples, individuals; major literary themes, genres, schools, movements, corpora; periods of history, events, and processes; archaeological phases and type sites; social institutions; &c. For those Celtic languages possessing relatively small and fragmentary remains (e.g. Pictish, Galatian), the entire subject may be covered in a single section within a longer article on the history and culture of a Celtic group.

End matter will include a large general index and probably a range of specialised indices. **There will be a consolidated bibliography of primary sources and modern works in volume 5 of the Encyclopedia.**

In addition to the full listing of bibliographical material in the end matter, references and lists of secondary sources termed 'FURTHER READING' (not exceeding twenty items for most entries) will be given in abbreviated form within the articles themselves. Therefore, authors are asked to give their bibliography twice, a shorter form in the body of the article and fuller separate list for the general bibliography. As a general principle, references in the articles will conform to a

'Harvard' system, i.e. parenthetical references, no footnotes. Authors are asked to keep the parenthetical references to a minimum and to place these within the body of the text in the least disruptive way (see 'Bibliography & reference' below). As part of the typescript of their articles, authors should include the 'FURTHER READING' list in the abbreviated style shown below, followed by a list of 'PRIMARY SOURCES'. Then, on a separate page, authors should provide a list of all their published sources (combining Primary and Secondary sources, but omitting unpublished manuscripts, &c.) with full bibliographical information for the consolidated bibliography. The section on 'Bibliography and reference' below gives the format for various sorts of citations, both for the consolidated bibliography and as the corresponding abbreviated references in the text.

General points on written presentation.

Authors are asked to approach their topics with full rigour, but also striving to be accessible to non-specialists and to specialists from other disciplines. Essential Celto-logical background information should, as a rule, not be assumed, but rather set forth concisely: e.g., rather than alluding to 'Caesar's famous statement concerning the Druids and literacy', the statement itself should be quoted in translation or paraphrased.

Principles of organisation. The Encyclopedia is meant to be of maximum utility and ease of use to the reader. Accordingly, the system set out below is intended to reduce the number of places that the reader must look to locate a particular piece of information. Contributors are asked to keep this aim in mind and are encouraged to contact the editor if they believe any element of the system should be modified to better meet these ends within their area.

The **longer entries** (500 words or more) may, at the discretion of the contributing authors and editor, be **subdivided**. Each subsection will have a descriptive title. In the typescript, sectional subheads should appear in normal type and upper and lower case letters as in normal text, aligned with the left margin, and typed on a separate line. Each subsection should be numbered consecutively beginning with 1. In the typeset text these numbers will be preceded by the section symbol §. Writers who cannot print this symbol may omit it in their submission.

Most articles will open with a short (one sentence) definition. In articles of 1,000 words or more, this opening sentence will usually be followed by a paragraph (or two) headed '§1. Introduction'. Many longer articles (500 words or more) will have only one level of heading. If a second level of heading is desired, the lower level of heading will not be numbered. The higher level of heading should be printed by the authors emboldened (or underlined) at the left margin. Three or more levels of headings should be avoided.

Cross-reference. There will be extensive cross-referencing to related entries throughout the Encyclopedia. Cross-references will be placed parenthetically within article texts and should be positioned as unobtrusively as possible, immediately before periods (full stops), commas, colons, or semi-colons being preferred positions. In some cases, it may be desirable to supply internal cross-references within longer articles: thus, e.g. '(see §12 below)'. As appropriate, authors may also make parenthetical cross-references to titles of another of his or her own contributions or an informative anticipated heading of another contribution, e.g. '(see also **Celtic legal texts**)'.

A cross-reference will be indicated by emboldening the title of that entry in the body of the related article, e.g. '**Emain Machae**'. (Note: bold type will appear as SMALL CAPS from proof stage onward.) A cross-reference to an entry that is the title of a book, play, text, or poem should be placed in bold italics, e.g. '*Catholicon*'. Cross-references may be either in continuous text or parenthetical: e.g., '. . . the leading practitioner was **Saunders Lewis**' or '(see further *Mesca Ulad*)'.

An author will be able to produce cross-references in more-or-less final form within his or her own contributions. Beyond that, writers are asked to anticipate those articles to be written by others, when these should or might probably contain related material.

Bibliography and reference. 1. Primary sources, i.e. poems, stories, plays, novels, editions, translations, manuscripts, inscriptions will be listed in sections at the ends of articles, under the heading 'PRIMARY SOURCES', which will follow the 'FURTHER READING' section (= secondary sources, on which see below). For articles of more than 1,000 words, primary sources may be gathered at the end of the higher level of subsections (as opposed to the end of the entire article) as deemed appropriate by the author and editor.

The following sample is offered as a guide in preparing lists of primary sources.

PRIMARY SOURCES

MS. Cardiff, South Glamorgan Library, MS 2.81 'The Book of Aneirin'.

FACSIMILE. D. Huws, *Llyfr Aneirin* (South Glamorgan County Council, National Library of Wales, 1989).

EDITION. I. Williams, *Canu Aneirin* (Gwasg Prifysgol Cymru, Caerdydd, 1938).

TEXT & TRANS. M. Rockel, *Taliesin · Aneirin: alt-walisische Heldendichtung* (Verlag Philipp Reclam jun., Leipzig, 1988).

MODERNISED TEXT & TRANS. A. O. H. Jarman, *Aneirin: Y Gododdin, Britain's Oldest Heroic Poem*, Welsh Classics iii (Gomer Press, Llandysul, 1988).

TRANSLATION. K. H. Jackson, *The Gododdin: the Oldest Scottish Poem* (Edinburgh University Press, Edinburgh, 1969).

Modern published primary sources (e.g. plays, &c.) should be listed in the same form as the full listings for secondary materials given below. Full publishing information should be provided (i.e. place of publication and publisher), though this may be edited down at a later stage. For modern works in more than one genre, these should be separated with the name of the type of work (e.g. essays, novels, plays, short stories, poetry, hymns) beginning a new line followed by a period. For particular topics, other methods for subdividing the list may be considered. For both early and modern materials, primary sources of the same sort (e.g. translations, novels) will be listed continuously, separated by a semi-colon without a line break.

2. Secondary sources (for the consolidated bibliography, generally the same works as will also appear in the 'FURTHER READING' sections of articles) will be listed in complete bibliographical form, in alphabetical order by author's name. This consolidated bibliography is adopted as most usable for the needs of the greatest number of readers and will stand as a reference tool in its own right. It will save the editor and press time if the following formats are adhered to.

For a book or monograph:

T. F. O'Rahilly, *Early Irish History and Mythology* (Dublin Institute for Advanced Studies, Dublin, 1946).

For a book in a series:

K. Hughes, *Celtic Britain in the Early Middle Ages*, Studies in Celtic History 2 (Boydell Press, Woodbridge, 1980).

For an article in a journal:

J. Carney, 'Aspects of Archaic Irish', *Éigse* 17.4 (1978/79) 417-35.

For an article in an edited collection:

- A. Bruford, 'Why an Ulster Cycle?' in *Ulidia: Proceedings of the First International Conference on the Ulster Cycle of Tales*, ed. J. P. Mallory, G. Stockman (December Publications, Belfast, 1994) 23–30.

In the narrative body of articles, references to secondary sources should be held to a minimum. When used, they should be inserted parenthetically as unobtrusively as possible, using the following form, author's surname, + short title of volume (+ volume no. for journals) + page numbers: e.g. '(Bruford, *Ulidia* 23–30)', '(Carney, *Éigse* 17.4.417–35)'. Omit the author's surname if it occurs unambiguously and nearby in the article text.

In some cases, where the practice is well established in the field, the shortened volume title will be given as an abbreviation, e.g. '(Williams, BWP 122–54)'. Where this is done, the entry in the consolidated bibliography will appear as follows:

Williams, BWP = *The Beginnings of Welsh Poetry: Studies by Sir Ifor Williams*, ed. R. Bromwich (2nd edn. 1980; University of Wales Press, Cardiff, 1972).

Similarly, multi-word titles of major Celtic studies journals will be abbreviated in references in text articles: e.g., BBCS = *Bulletin of the Board of Celtic Studies*, CMCS = *Cambridge/Cambrian Medieval Celtic Studies*, ÉC = *Études Celtiques*, SC = *Studia Celtica*, ZCP = *Zeitschrift für celtische Philologie*. Authors in doubt over an abbreviation should give titles in full words.

Medium and longer articles will be accompanied by a list of secondary sources headed 'FURTHER READING'. If appropriate, 'FURTHER READING' entries may also contain internal cross-references. All references in these entries will be in the same form as the parenthetical references and cross-references described above, external secondary sources (with successive entries alphabetised and written continuously, separated by semi-colons, but not line breaks), as in the following improbable example.

FURTHER READING. §5; *Catholicon*; Saunders Lewis; Bruford, *Ulidia* 23–30; Carney, *Éigse* 17.4.417–35; Fleuriot, ÉC 24.193–202; Hughes, *Celtic Britain*; O'Rahilly, EIHM; Wagner, ZCP 38.1–28; Williams, BWP 122–54.

The nature and extent of references will vary somewhat from article to article as appropriate to the subject matter. As a general principle, the references should be sufficiently in-depth to be of real use to professed Celtists. However, bearing in mind that 'FURTHER READING' will be set in closer type than the main text, the secondary bibliography should not overwhelm the article in its scale and usually should not exceed 20 per

cent of the typescript. In many areas, therefore, the list of secondary sources will probably have to be selective, rather than exhaustive.

'FURTHER READING' will usually be gathered at the end of the article. Alternatively, particularly in the more varied articles of 1,000 or more words, multiple 'FURTHER READING' entries might better be placed at the end of subsections, in order to keep the references close to the relevant topic.

Spelling. 1. English. All articles will be in English, using British/Irish (i.e. non-US) spelling: e.g., *-ise* word endings, *judgement*, *focused*, *premise*, *connection*, *medieval*.

2. Celtic languages. Names, titles, and words will usually be given in the standard and familiar spelling for the period to which the source belongs. Thus, e.g., Old Irish spelling for Old Irish sources. Diacritics that are not used in the more widely spoken European languages should be carefully indicated on the typescript. As Modern Welsh spelling is often preferred in current scholarly practice, authors on early Welsh subjects may use this standard, but if so, a bracketed Old or Middle Welsh spelling should be given at the first occurrence of an important name or term. Middle Welsh *d* for [ð] will be printed as *ð*. Special arrangements can be made for articles on ancient inscriptional sources in non-Roman scripts. In such cases, forms should be transliterated to the Roman alphabet, as well as translated (where possible).

2. Non-Celtic medieval and modern European languages. For languages using Roman script, proper names and terms will be printed with the correct diacritics, digraphs, and other special characters, and these should be indicated on the typescript. Languages using other scripts (e.g. Russian) should be transliterated in Roman script.

3. Latin. *J* and *v* will generally be used in the standard way for *i* and *u* (except, e.g., when some point is being made about letter forms).

4. Greek names will mostly be Romanised in Latin form, e.g. *Posidonius*. Greek terms will be Romanised, but not Latinised, e.g. *hieros gamos*. Graeco-Celtic forms in Greek letters will be either Romanised or given in Greek with bracketed Romanisation at the discretion of the author and editor.

Quotation marks. These will be single first and then double within single. Quotations of forty words or more should be set off as a separate paragraph, and not enclosed in quotation marks.

Italics will be used for titles of *books, poems, journals, plays, newspapers, films*, but not for manuscripts or literary cycles: e.g. *Canu Aneirin*, but Lebor na hUidre. Words in all non-English languages will be italicised. Non-English quoted material will be italicised and not enclosed in quotes. Translations in single quotes will follow immediately unfamiliar non-English terms at their first occurrence and non-English passages. Writers should avoid non-English passages of more than 30 words. Owing to the other uses of bolding and italics, writers should express emphasis with typography infrequently.

Abbreviations and contractions. Full stops (periods) are to be used with lower-case abbreviations, such as i.e., e.g., etc., ed., Co. No full stops will be used for all uppercase or small capital abbreviations. Use italic *c.* for Latin *circa*. The following abbreviations of common language names will be used: Breton—B, OB, MB, Mod.B; Irish—Ir., (Pr.Ir.) OIr., MIr., Mod.Ir.; Scottish Gaelic—Sc.G; Welsh—W, OW, MW, Mod.W; Celtic—Celt. The abbreviated language name will mostly be used adjectivally before words, names, and titles, but written out in full when used as a noun. Use St (without a full point) for Saint, Dr for Doctor.

Numbers and dates. AD precedes the year, BC follows. Please use the following format: 20 May 685. Use the form 563–97 to mean the span AD 563 to 597.

Use the form 1155×1200 to mean some point or interval within the span AD 1155 to 1200. The shorthand s. XII², meaning second half of the twelfth century, is permissible in articles where numerous expressions of this sort are needed, especially appropriate when speaking of pre-modern manuscripts and texts. Hyphenate century dates when used adjectivally, e.g. twelfth-century reforms. Elide AD dates and page ranges, e.g. 1845–9; *Celtica* xxi.533–61; but 280–278 BC.

Submitting your contribution. Please **send two hard copies** of all contributions to the Encyclopedia to the editors. Typescripts should be **double spaced**. No text, even headings, should be centred or aligned with the right margin. Lists for the main bibliography should begin on a separate page. Typescripts should have consecutive page numbers with the author's surname at the top of each page. In addition, the editor and publisher will find it helpful if authors could submit **disk files** or **e-mail attachments** along with two printed copies. The editor's usual programme is Microsoft Word (6.0, 95, 97) for Windows with 3.5-inch disks. However, a wide range of Windows, DOS, and Macintosh formats can be read. Italic, bold, and underline commands can usually be converted and should be entered into the files where intended. Otherwise, page formatting should be minimal and follow the guidelines above.