

NOTES FOR CONTRIBUTORS

The Grove. Working Papers on English Studies is a peer reviewed, MLA indexed periodical. Published annually and distributed both nationally and internationally, *The Grove* is sponsored by the **research group HUM. 271** of the Regional Andalusian Government and is published by the University of Jaén (Spain).

The major scope of *The Grove* is literatures in English, critical theory, English language and linguistics, translation, English as a foreign language and cultural studies.

The Editor kindly invites submissions in **English** or **Spanish** of original unpublished articles and book reviews within the domain of the above topics, as well as unpublished poems or short literary contributions.

Articles and book reviews for publication should be submitted through the website of the journal: <http://revistaselectronicas.ujaen.es/index.php/grove>

Contributions should be unpublished and not considered for publication elsewhere.

Selection of contributions

Given that *The Grove* receives more submissions (articles, reviews and fiction/poetry) than it can publish, our peer-reviewers are asked to consider the quality and originality of each paper accepted for publication. In general terms, to be acceptable a paper must deal with one of the fields of study covered by our journal, be original, provide substantial evidence for its conclusions, and prove relevant for the specific field. Additionally, we will be looking for methodological rigour, theoretical consistency and innovation, stylistic merit, and academic seriousness. Typically, an unsolicited paper will be sent to two peer-reviewers and may be approved, rejected, or approved with modifications, in which case detailed reports will be sent to the author(s); the paper will be evaluated again unless the editors consider the modification of minor importance. Author(s) will be requested to include title, abstract and keywords in Spanish and English. The final publication of the papers and the section where they will appear will be determined by the editorial board.

Reviewing process

The submitted papers will be considered for publication if they receive favourable reports from specialists in the author's research field. At least two anonymous referees will evaluate the unsigned manuscripts submitted for publication to *The Grove*.

Plagiarism Policy

Plagiarism is the unethical act of using others' prior ideas, processes, results or words without explicit acknowledgement of the original authors and sources. Plagiarism is considered academic dishonesty and a breach of journalistic ethics, and some cases of self-plagiarism can also be considered a form of scientific misconduct. Therefore, all manuscripts submitted to *The Grove* will be checked using the plagiarism detection software *Turnitin* to prevent the journal from publishing plagiarized content.

If the plagiarism detection program presents a high similarity index the manuscript will be automatically rejected by the editorial staff and not considered for publication in the journal. However, citation improvement may be required if the similarity index is considerably low. After undertaking the necessary corrections, the manuscript could be resubmitted.

PUBLICATION GUIDELINES FOR CONTRIBUTORS

The suggested length of articles is **5000 to 8000** words and book reviews from **2000 to 3000**. All articles should be accompanied by a **100–150 word abstract** and by the title of the work both in English and in Spanish. Below the abstract authors should include six keywords also in the two languages. Manuscripts should be sent in Word format to <http://revistaselectronicas.ujaen.es/index.php/grove> in a separate attachment. All details of the author —title of the text, name of author, institution, academic / professional post, telephone numbers, postal and email address, as well as a brief résumé in English of 50 words maximum— should be included in a separate attachment as a cover sheet, never in the manuscript itself. The author should never write in first person in the text or notes if these references help to identify the author. Submissions should be prepared according to the *MLA Style Manual and Guide to Scholarly Publishing* (8th edition) throughout.

After a positive evaluation, manuscripts not conforming to the guidelines provided will be returned to the authors for further revision.

Citations

Double quotation marks should be used for text quotations, while single quotes should emphasise a word or phrase or highlight its figurative meaning. Only foreign words and titles of monographs may appear in italics. If exceeding four lines, block quotes should be separated from the main text and the whole quotation indented **1,4 cm** (0,5") on its left margin.

References should include the page numbers or, if the author is not mentioned earlier in the paragraph, the surname(s) of the author(s) plus the page numbers. Examples:

References embedded within the main text (four lines maximum):

In his work, “Fiedler focused on Shakespeare only, and he included women and ‘Indians’ ...”, while in my analysis I will include a wider corpus of early modern English texts (10) or (López-Peláez 10).*

*If more than one work by the same author is included in the bibliography, the citation should include the first word(s) of the title of the book/article: (*Strangers* 10) or (López-Peláez, *Strangers* 10).

Block quotes (five or more lines):

... the Spanish monarchs Isabel and Fernando were simultaneously campaigning to defeat the last Iberian stronghold of Islam, the kingdom of Granada. The year they succeeded, 1492, was also the year in which they obliged Spain’s remaining Jews to convert to Christianity or emigrate. Ten years later Muslims were given the same choice. After another century of tensions Philip III moved to expel all Moriscos in 1609. (Burns 188–89)

If part of the original text is omitted, three dots without brackets should be included.

Bibliographical References. Examples:

Monographs:

Duiker, William J., and Jackson J. Spielvogel. *The Essential World History, Volume 2*. 6th ed. 2 vols., Wadsworth, 2011.

Multiple works:

Follett, Ken. *Lie Down with Lions*. Signet, 1986.

---. *The Pillars of the Earth*. Signet, 1990.

Edited book

López-Peláez, Jesús, editors. *Strangers in Early Modern English Texts*. Peter Lang, 2011.

Chapter in an edited book:

Kavanagh, James H. "Shakespeare in Ideology." *Alternative Shakespeares*. Ed. John Drakakis. Routledge, 2002, pp. 147–69.

Translated book:

Eco, Umberto. *The Name of the Rose*. Translated by William Weaver, Harcourt, 1983.

Two or more authors:

Greer, Margaret R., and Maureen Quilligan. *Rereading the Black Legend. Discourses of Religious and Racial Difference in the Renaissance Empires*. University of Chicago Press, 2007.

Rivara, Frederick P., et al. "Prevention of Bicycle-Related Injuries: Helmets, Education, and Legislation." *Annual Review of Public Health*, vol. 19, 1998, pp. 293–318.

Article:

Solé, Yolanda. "Valores aspectuales en español." *Hispanic Linguistics*, vol. 4, no.1, 1990, pp. 57–85.

Reviews:

Camhi, Leslie. "Art of the City." Review of *New York Modern: The Arts and the City*, by William B. Scott and Peter M. Rutkoff. *Village Voice*, vol. 15, June 1999, p. 154.

Online Journal:

Barry, John M. "The Site of Origin of the 1918 Influenza Pandemic and Its Public Health Implications." *Journal of Translational Medicine* vol. 2, no. 3, 20 Jan. 2004, pp. 1–4, <http://www.translational-medicine.com/content/2/1/3> Accessed 18 Nov. 2005.

Websites:

López-Peláez, Jesús. *Research Project: Muslims, Spaniards and Jews in Early Modern English Texts: The Construction of the 'Other'*. University of Jaén, 21 Oct. 2011, <http://www.ujaen.es/investiga/strangers/index.php> Accessed 10 Apr. 2016.

Further guidelines:

- The font Times New Roman (10) should be used in the whole manuscript.
- The first line (only) of each paragraph should be indented 0,7cm (0,27").
- Footnotes should be kept to a minimum, and bibliographic references should be avoided.

- Double inverted commas should be used for “Titles of articles” or “Quotes embedded within running text”; simple inverted commas for ‘Emphasis’; and italics for *Book Titles* and *Foreign Words*.
- Bold font should be used for headings and subheadings only.
- When page numbers are used for citation, they should be included within parenthesis and without abbreviations such as p. or pp. The format 100–08 is preferred instead of 100–108 or 100–8.
- Style should be coherent throughout the whole text: British or American English.
- Long dashes should be used for additional comments, and the spaces between dash and comment should be removed.
- Footnote numbers must be included after punctuation marks.
- Centuries must be referred to as follows: “18th” instead of “18th.”

