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# ANGLO-SAXON ENGLAND

*Her mon mæg giet gesion hiora swæð*

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# INSTRUCTIONS AND GUIDANCE FOR CONTRIBUTORS

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## 1. EDITORIAL POLICY

1. **Coverage.** *ASE* has from the outset been an interdisciplinary journal (Peter Clemoes, in *ASE* 5, p. ix). Disciplines covered include: OE language and literature; Insular Latin language and literature; hagiography; manuscript studies, including palaeography; liturgy; history; art history; archaeology; numismatics; onomastics.

2. **Process.** For information on the editorial, processing and production processes, see Section 2 ('Submission, processing and production').

3. **Length of articles.** The 'normal' length for a published article (by electronic word count in Microsoft Word) is of the order of 10,000–15,000 words, including footnotes, which when printed would occupy between 20 and 30 pages. Shorter or short contributions are also welcome. The journal is able to publish longer articles, in appropriate circumstances. Needless to say, much will depend in a given year on the number and length of other contributions, since the overall length of a volume is fixed.

4. **Abstracts.** Each article must begin with an abstract of the argument (up to 150 words), placed between the author's name and the opening paragraph. Examples may be found in *ASE* 35 (2006), onwards. Please note that the purpose of the abstract is to summarise and not to introduce the argument.

5. **Illustrations** may be included, provided that contributors supply digital images of sufficient quality for printing, provided that they obtain appropriate rights and permissions, and provided that they cover any fees. Digital images in colour will be printed in halftone (black and white), but can appear in colour in the journal's online publication, without charge. It may also be possible to refer to colour illustrations readily available online elsewhere. For further information, see Section 5.

6. **Primary sources.** We welcome the opportunity to publish editions (with translations) of recently discovered texts, whether in Latin or Old English, or new editions of short texts which require and deserve such treatment. We also welcome the opportunity to publish reports on recently discovered objects, or fresh studies of particular manuscripts.

7. **Works of reference.** *ASE* has a tradition of publishing checklists of particular categories of material, and addenda to standard works of reference. Neil Ker's supplement to his *Catalogue of Manuscripts Containing Anglo-Saxon* (Oxford, 1957) appeared in *ASE* 5 (1976). Helmut Gneuss's 'Preliminary List of Manuscripts Written or Owned in Anglo-Saxon England up to 1100' appeared in *ASE* 9 (1981 for 1980), published subsequently as *Handlist of Anglo-Saxon Manuscripts* (2001); addenda and corrigenda appeared in *ASE* 32 (2003), and again in *ASE* 40 (2011); all now superseded by Gneuss and Lapidge, *Anglo-Saxon Manuscripts: a Bibliographical Handlist* (2014). Supplements to Elisabeth Okasha's *Handlist of Anglo-Saxon Non-Runic Inscriptions* (Cambridge, 1971) appeared in *ASE* 11 (1983 for 1982), 21 (1992), and 33 (2004). There is always scope for more such works of reference.

8. **Review articles.** Under the editorship of Peter Clemoes (vols. 1–18), a volume of *ASE* regularly ended with a review article on a particular aspect of Anglo-Saxon studies; for a list, see Epilogue (p. 36). We are eager to revive and continue this practice. Please contact a member of the Advisory Editorial Board if you have a suggestion. Suitable subjects would include: advances over the past 25 years in a particular discipline or form of evidence (art-history, numismatics, palaeography, diplomatic, law, *etc.*); developments in digital resources; particular themes in literary criticism.

9. **Indexes.** Indexes to the papers published in *ASE* appeared at five-yearly intervals between vol. 5 (1976) and vol. 30 (2001); the practice had since been discontinued. The contents of all past volumes are now available electronically, and may be searched in that way.

10. **ISAS.** Short formal reports on the biennial meetings of the International Society of Anglo-Saxonists (ISAS), in a standardised form, have been published in *ASE* since the first ISAS meeting, held at Brussels and Ghent in 1983. It is intended that this should continue. Many papers which originated at ISAS meetings have subsequently been submitted for publication in *ASE*, though it is now the practice for conference organizers to make arrangements for the publication of ISAS papers in special volumes of their own.

## **2. SUBMISSION, PROCESSING, AND PRODUCTION**

1. **Before submission,** prospective contributors are advised to contact an appropriate member of the editorial board, for general guidance if any is needed. Submission of a paper will be taken to imply that it is unpublished and is not being considered for publication elsewhere.

2. **Stylesheet.** Contributors are responsible for ensuring that their contributions are prepared in accordance with the stylesheet (Sections 3–4). It is understood, of course, that a stylesheet cannot cover every form of citation, and that not all books and articles lend themselves readily to a system of any kind. In case of doubt or difficulty, please consult the appropriate editor. Recent volumes may serve as useful models. If you have any suggestions for the correction or improvement of the stylesheet, please send them to the Editorial Assistant.

**3. Process.** Contributions (which should be anonymised) should be submitted through ScholarOne (<https://mc.manuscriptcentral.com/a-se>); please supply a record of institutional affiliation, and full contact details. They must be submitted as electronic files, prepared in Microsoft Word (PC or Apple Mac); PDF files are not acceptable. Contributions may be single- or double-spaced, and should be set up with footnotes or endnotes. Please indicate if there has been previous contact with a particular member of the Editorial Advisory Board. The Executive Editors will identify a member of the board (perhaps one of themselves) as the designated editor for that contribution. Contributions will be read by three or four appropriate members of the board; if necessary, other qualified experts will be invited to read and comment on a submission. The designated editor will transmit feedback to the contributor, and will at the same time pass on the collective editorial decision (whether acceptance; provisional acceptance subject to revision and resubmission; or rejection) through ScholarOne. A revised version should be returned via the system, which will then be approved and assigned to the next available volume. The editorial process may take up to three or four months. Volumes of ASE go to press in the spring, for publication towards the end of the calendar year; publication online may precede the appearance of the printed volume. A contribution which has been accepted will be published at the first opportunity, unless lack of space in that volume requires that it be held over for the following year. If you have any comments to make about any aspect of the process, please address them to a member of the Editorial Advisory Board, who will respond and take them further.

**4. Copyright.** Upon acceptance of a contribution, the author will be asked to assign copyright (on certain conditions) to Cambridge University Press. Authors retain the right to re-publish an article (or some part of it) subsequently, in any volume which they have edited or written, with appropriate reference to the original publication. Prospective contributors should refer to the CUP copyright transfer form for full details: <https://www.cambridge.org/core/journals/anglo-saxon-england/information/copyright-assignment>

**5. Permissions.** Contributors are responsible for obtaining permission to reproduce any material to which they do not hold copyright, and for ensuring that the appropriate acknowledgements are included in their submission.

**6. Open Access.** ASE policies with respect to open access (OA) publishing ensure its compliance with the growing number of OA mandates being established by governments, universities and funding bodies around the world. To this end, authors whose articles are accepted for publication are able to post their accepted manuscript\* on their personal/departmental websites and their institution's digital repository as soon as they receive a positive decision from the Editors. Immediate posting of this version is also permitted in non-commercial subject repositories. A link to the final publisher-produced, paginated 'version of record' should be included once the article has been through the production process and is published on the Cambridge University Press website.

\*The 'accepted manuscript' is defined as the peer-reviewed version of a paper at the point at which it has been accepted for publication by the journal editors but before it is sent to the publisher for copyediting and typesetting.

This policy means that all authors can achieve full compliance with all existing OA policies including those of the RCUK and HEFCE in the UK, the EU's Horizon 2020 funding programme and the Australian Research Council. The HEFCE policy, which was announced in March 2014, relates to articles accepted for publication after

1 April 2016. To be eligible for inclusion in the next REF assessment, these papers must be deposited in the author's institutional repository no more than three months after they have been accepted for publication. It is the author's responsibility to ensure that this action is undertaken.

If you or your funder wish your article to be freely available online to non-subscribers immediately upon publication (gold open access), you can achieve this subject to payment of an article processing charge (APC). In these circumstances, the manuscript submission and peer review procedure is unchanged. On acceptance of your article, you will be asked to let Cambridge University Press know directly if you are choosing this option. More information about the APC price and licensing choices can be found [here](#).

### **3. STYLE SHEET (1): ASPECTS OF PRESENTATION**

**Please read these guidelines carefully.** Contributors are reminded that articles in earlier issues of *ASE* may be found useful as models for presentation, style of references, *etc.*; but they should note that certain practices have been changed, and that this style-sheet has priority. In case of doubt, please consult your designated editor, or one of the executive editors. Should you have any comments to make on this guidance, or any suggestions for its improvement, please email them to the Editorial Assistant.

#### *1. General*

Articles must be in English. They should be submitted in electronic format, in a Microsoft Word file. Every contribution should begin with the title and the author's name (forenames in full or reduced to initials, depending on the author's preference), followed by an abstract (maximum 150 words); for examples, see *ASE* 35 (2006) onwards. Acknowledgements should normally appear in the last footnote.

Special characters and special fonts. Upper- and lower-case ash (Æ, æ) are available as standard in MS Word. Upper- and lower-case eth (Ð, ð) and thorn (Þ, þ) are available from the standard Icelandic font supplied within MS Word.

Text and notes may be typed with lines *single-* or *double-spaced*. A *single* space between *sentences* is preferable to two or more spaces. Please do not justify right-hand margins. Any letters or words to be printed in *italic* should be formatted in italic font (*not underlined* for italic); similarly, any letters or words to be printed in **bold** typeface should be formatted in bold font. The notes, which must be created electronically as an integral part of the Word file, must occur in one numerical series (Arabic numbers), and should be provided as footnotes (for ease of reading); they will be printed as footnotes.

#### *2. Spelling*

British, rather than American, spelling should be used; articles in past volumes of *ASE* will provide examples of our preferred practices (e.g. medieval, judgement, artifact). A spelling with -ize should be used where the *Oxford English Dictionary* recommends it, e.g. organize, emphasize, recognize, realize, criticize, standardize; -ise is used in, e.g., compromise, exercise, surprise, improvise, advertise, advise. Careful attention should be given to the spelling of Old English names. We use the (standard) AS/OE spelling, except in the case of a few individuals who have well established modern forms (e.g. Alfred not Ælfred or Aelfred, Swithun not Swithhun); we use Æ and æ (not Ae and ae), but th (not þ or ð), e.g. Æthelstan, Æthelmær, Æthelweard. The indexes in *ASE* 5 (1976), *ASE* 10 (1982), *ASE* 15 (1986), *ASE* 20

(1991), *ASE 25* (1997) and *ASE 30* (2001) will provide examples; see also the index to F. M. Stenton, *Anglo-Saxon England*, 3rd ed. (Oxford, 1971), and the entries in the *Wiley Blackwell Encyclopedia of Anglo-Saxon England*, 2nd ed. (Chichester, 2014).

### 3. *Quotations*

A word or short phrase which is emphasized or used in a passage of analysis should be formatted in italic, and not enclosed in quotation marks. A more extensive quotation, which is not longer than sixty words of prose or one line of verse, should be enclosed in single quotation marks. A longer quotation should be indented, as a separate block of text, and neither quotation marks nor underlining used. Double quotation marks should be used only for quotations within quotations which are themselves already enclosed in single quotation marks. A quotation not in Modern English should be accompanied by a translation, which should be enclosed in single quotation marks and placed in a footnote.

### 4. *Headings and sub-headings*

Where appropriate, contributors are strongly encouraged to employ headings and sub-headings in the interest of clarity; see past volumes for examples. The hierarchy of headings and sub-headings within an article is as follows: (A) a main heading, which should be in capitals (and will be printed in small capitals), roman, and centred; (B) a sub-heading, which should be in lower case (with initial capital), italic (i.e. formatted for italic), and centred; and (C) a sub-sub-heading, which should be in lower case (with initial capital), italic (i.e. formatted for italic), beginning in the left hand margin. The first line of text following a main heading (A) or a sub-heading (B) is not indented; but the first line of text following a sub-sub-heading (C) is indented.

### 5. *Numbers*

Numbers should be in *words* if less than 100 and if not within a specific reference, measurement, date, list or table or part of extensive statistical data, e.g.: the tenth century; mid-tenth century; a late-tenth-century manuscript; twenty-six occasions; sixty-four per cent; but 64% (if part of extensive data), and 40 × 95 mm. Otherwise they should be in *figures*. Arabic numbers, in a series, should be accordance with these examples (note the various form of contraction):

- (i) 30–4 (*not* 30–34), 191–6 (*not* 191–196 *or* 191–96), 300–4
- (ii) 210–12 and 213–15 (*not* 210–2 and 213–5)
- (iii) 232–43 (*not* 232–243)
- (iv) 191 and 204 (*not* 191, 204)
- (v) 191, 204 and 310 (*not* 191, 204, 310 *or* 191, 204, and 310)

*Please note.* En-rules (–), as opposed to hyphens (-), should be used between numbers. In references to manuscripts or lines of poetry which specify the side of a leaf or the part of a line, the principles implicit in (i)–(iii) have to be waived: e.g. 26r–27v (*not* 26r–7v) and 93b–94a (*not* 93b–4a).

### 6. *Abbreviations*

As a general rule, abbreviations are to be avoided in running prose, especially in the main text of the article; but there are exceptions. No stop should be used after an abbreviation which includes the last letter of the word (e.g. Dr or St). A stop should however be used after the -s of a plural if it would be used after the corresponding singular (fol., fols., *etc.*). An abbreviation such as OE (= Old English) or ON (= Old Norse) should be used (without fullstops) before a linguistic form (e.g. OE *ea* or OE *fæder*), but not as part of running prose (e.g. Old English poetry, the Old English

language, in Old English). The abbreviations MS and MSS are not to be used in running prose for the word ‘manuscript(s)’ on its own (but may need to be used in references to specific manuscripts in certain collections). SS is used for ‘Saints’, as in SS Peter and Paul.

Standard abbreviations may be used (and italicized, or not), as follows:

e.g. i.e. cf. etc. s.v. s.a. c. *ibid.* *et al.* viz. esp.  
repr. rev. ed. ch. chs. fol. fols. vol. vols. col. cols. ptd

For the use of abbreviations in references to books, articles, manuscripts, *etc.*, see below, Section 4 (Systems of Reference).

### 7. Punctuation

In general, British, rather than American, punctuation should be used, e.g. commas outside quotations marks, single rather than double quotation marks (except for quotations within quotations) and no comma before ‘and’ in a series, or before ‘*etc.*’ (There are contexts, however, when the use of the so-called ‘Oxford’ or serial comma is helpful.) Hyphenation should be kept to the unavoidable minimum; for guidance, see the *Shorter Oxford English Dictionary*. Except in special circumstances, macrons and accents are not used in the citation of Old English words.

**Footnotes.** A superscript number, indicating the place in the main text to which a footnote refers, should *follow* adjacent punctuation, e.g. ‘his first lessons in holy writings’,<sup>2</sup> (*not* ‘his first lessons in holy writings’<sup>2</sup>, or ‘his first lessons in holy writings<sup>2</sup>’); please avoid placing a footnote number immediately adjacent to a word, or to a bracket (whether inside or outside the bracket).

It would be helpful to the copy editor if parenthetical or emphatic dashes were typed as spaced en-rules, and *not* as single or double hyphens, or as em-rules (spaced or unspaced).

This is an – illustrative – example of spaced en-rules.

This is an — illustrative — example of spaced em-rules.

This is an--illustrative--example of unspaced double hyphens.

Dashes in date or number ranges should be unspaced en-rules, in accordance with Section 3.5 above.

Square brackets should only be used within quotations or editions, i.e. when deviating from the original text. They should not be used within round brackets in references.

### 8. Lower case

Lower case should be used for the initial letter of a pronoun referring to God and the initial letter of a word such as ‘church’, ‘king’, ‘bishop’, or ‘psalter’, unless the word is part of a title as in, e.g., the Vespasian Psalter or King Alfred (but Alfred, king of Wessex, not King Alfred of Wessex). However, an initial capital is preferred for ‘Bible’, ‘Continent’ and ‘Insular’.

### 9. Dates

Dates should be standardized on the models 1 September 1014, 1 September and September 1014. For an approximate date, the correct form is *c.* 978 (*not ca.* 978). BC is used in the usual way (e.g. 55 BC), but AD is not used unless required for some reason by the context. In accordance with Section 3.5 above, en-rules should be used in running numbers, e.g. 975–8. A multiplication sign (MS Word: symbol font, alt-e), *not* the letter x, should be used in expressions indicating a point between two outer limits, without contraction, e.g. 940 × 950 (*not* 940 x 950, *or* 940x50).

#### 4. STYLE SHEET (2): SYSTEMS OF REFERENCE

The basic principle for contributions to *ASE*, as a journal (with no consolidated bibliography at the end of the volume), rather than a monograph (with a single bibliography at the end of the volume), is that an item (whether book or article) is cited *in full* on the first occasion, and *in an abbreviated form* on all subsequent occasions. The guiding principles are: scrupulous accuracy in citation of all references; and consistency in the manner of citation, and abbreviation, across all references. The *ASE* system is similar to the system set out in the Chicago Manual of Style, though not identical. For helpful examples, please refer to articles published in earlier volumes of *ASE*.

Complications arise in connection with citations of editions of primary sources, whether in Latin or in Old English; see below, Section 4.7–9, and Annexes IV–VI.

##### *Explanation of conventions*

###### 1. *General*

Abbreviations such as bk(s), vol(s), p(p), ch(s) and col(s) should be used (with certain exceptions in references to books and articles, mentioned below); but the word ‘line(s)’ should always be in full.

###### 2. *References to books and articles*

(i) Even if given in full in the publication itself, an author’s forenames are to be reduced to initials when the publication is first cited in a footnote; thereafter, only the surname is needed. Exceptions may have to be made in the case of very common names, and Icelanders. The purpose of this convention is to save space and sub-editorial time, and to make it easier to achieve consistency through the volume as a whole (since practices are so variable); it is of course permissible to give an author’s full forename(s) in the body of the text. In a first reference to a book or article written or edited by more than one person, all the authors or editors should be named; in a subsequent reference to such a work, where three or more names are concerned, only the first name need be given, followed (without a comma) by *et al.*

(ii) The title of a *book* or *article* must be given in full, *exactly* as in the publication; no word should be omitted or shortened in any way, whether in a foreign language or in English. (This rule might have to be relaxed when dealing with the very long titles often found in books published before *c.* 1900.) The title of a *series* or *periodical*, on the other hand, should be treated in accordance with the guidance below. In the case of a book or article with a title and a sub-title, a colon should be used to separate the two elements; the first word in a sub-title should only begin with a capital if it is a significant word (e.g. *Aldhelm: the Prose Works*, not *Aldhelm: The Prose Works*, and *The Anglo-Saxon Chronicle: a Revised Translation*, not *The Anglo-Saxon Chronicle: A Revised Translation*). (This is British usage, but not American usage; and it needs to be watched.)

(iii) In the case of editions of texts (or edited collections of essays), the title of the work should precede the name(s) of the editor(s): e.g. *Anglo-Saxon Wills*, ed. D. Whitelock (Cambridge, 1930), not D. Whitelock, ed., *Anglo-Saxon Wills* (Cambridge, 1930). The abbreviation(s) ‘ed.’, or ‘ed. and trans.’, should follow the formula appearing on the title-page of the book in question (and should not be introduced into the reference if the equivalent words do not occur on the title-page); when the formula on the title-page is simply ‘translated by’, ‘trans.’ is not used, and the

name(s) of the translator(s) should precede the title in the normal way used for authors of books.

(iv) Every *significant* word in a title in English should begin with a capital; lower case is retained for small words such as articles, pronouns, prepositions and conjunctions *etc.* (e.g. the, their, in honour of, presented to), unless, of course, the word in question is the first in the title.

(v) The use of capitals in foreign titles should be according to contemporary usage in the language concerned; for the treatment of titles in Latin, see further below.

(vi) ‘vol(s).’ and ‘p(p).’ should be *omitted* from references which include *both* a volume number (e.g. of a two-volume work, or of an issue of a periodical, or a volume in a series) *and* a page number. E.g., in a reference to a particular volume of a multi-volume work: ... *Title of Book I*, 00–00; but not *Title of Book*, vol. I, pp. 00–0. The formulation ... ed. Name II, 00–0, is disturbing, and should be avoided; see Annex III. In a first reference to an article in a periodical: A. N. Other, ‘Full Title of Article’, *ASE* 7 (1978), 000–00; a subsequent reference to such an item would be to Other, ‘Short Title’, pp. 00–00.

(vii) Spaces should be left between an author’s initials, between his or her initials and his or her surname, and between the constituent elements of the reference itself (e.g. P. Clemoes, ‘Ælfric’, *Continuations and Beginnings: Studies in Old English Literature*, ed. E. G. Stanley (London, 1966), pp. 176–209).

(viii) In a *first reference* to an article (e.g. in a periodical, or in a collection of essays), the page numbers of the *whole article* must be given (followed by a more specific reference, if desired); thereafter, references may be to specific pages. For the treatment of numbers, see above, Section 3.5.

(ix) Titles of books to be printed in italics should be formatted in *italic* (not underlined for italic); titles of articles should be in roman, within single quotation marks; periodical titles should be formatted in italic; series titles should be in roman; titles of unpublished dissertations in roman within single quotation marks.

(x) The volume number of a book which is in more than one volume should be in roman capitals; the volume number of a periodical, and the number of a book in a series, should be arabic. A volume number (whether in roman or in arabic) should not (as a general rule) be preceded by a comma. For a periodical without volume numbers the year of publication should be cited and treated as a volume number.

(xi) Place of publication for a book published in Europe is given in the form familiar in English: thus Munich, not München, and Florence, not Firenze. Place of publication for a book published in the United States of America may need to be accompanied by the modern two-letter postal abbreviation for the state: thus Providence, RI. In the case of a book published in more than one place, the reference should give only the first (e.g. ‘London’, not ‘London and New York’).

(xii) Except in special circumstances, books should be cited in their most recent edition, e.g. in a second or subsequent edition if there has been one (in which pages might have been reset and new material added). It is not *ASE* practice to cite a book from the date of a reprint, if the reprint simply reproduces the original edition (e.g. by a photographic or digital process); in such cases, the date of first publication should be used. Care needs to be taken with print-on-demand reprints, if they differ in some significant respect from the work as first published, and where a date might refer merely to the date of production of the reprint.

(xiii) A first reference to a book or article *etc.*, and subsequent references and cross references, should be modeled on the appropriate examples given in Annex III, using the systems of abbreviation set out in Annexes I and II. If an author should need other abbreviations, they should be listed at the earliest convenient point in the article. In the case of a series or periodical which is *not included* in the lists of abbreviations (Annex I), its title should be shortened where possible by employing the abbreviations indicated in Annex II. A title which consists of one word only (e.g. *History*), and words in foreign languages, should *not* be shortened. Small words should not be omitted from titles of series or periodicals, with the sole exception of initial 'The' (e.g. *Proc. of the Suffolk Inst. of Archaeol.*, not *The Proc* ; but initial 'The' is to be retained for *The Historian, The Library, The London Archaeologist, etc.*).

### 3. *Style for first references to books and articles*

For examples of the forms of citation for first (full) references, see the examples in Annex III (i)–(ix). The examples will not, of course, cover all types of reference; but other types of reference should be devised according to the principles which are implicit in them.

Contributors are reminded that for items published since 1971 there should be a reference in the approved style in the appropriate ASE annual bibliography; note, however, that in these bibliographies authors' forenames will continue to be given as in the publication, whereas in footnotes attached to articles such names are to be reduced to initials.

### 4. *Style for subsequent references*

A subsequent reference to a work already cited should be shortened by the use of *ibid.* (without a following comma), *if the reference is immediately consecutive*. If the reference comes later, a subsequent reference should be shortened by the use of a short title, but not *op. cit.* For examples, see Annex III (xii).

### 5. *Cross references*

Cross references (to be kept to a minimum) should be placed in footnotes, not in the main text, and should be in the form:

See above, p. 00.

See below, p. 000, n. 0.

See above, p. 00, nn. 0–0.

See below, n. 00.

It is acceptable, however, because helpful to those assessing the article, if contributors use a combination of generic/actual figures for *page* numbers (e.g. in the form 00/25), when first submitting it for consideration, and actual numbers for the *footnotes*. *All numbers should of course be changed to the actual numbers at proof-stage, and be checked very carefully.*

### 6. *References to manuscripts*

It is essential that any manuscript should be given its appropriate shelfmark: thus reference should be made not simply to the 'Book of Cerne', but to the 'Book of Cerne' (Cambridge, University Library, Ll. 1. 10). In the case of manuscripts written or owned in England before *c.* 1100, it is considered helpful that reference be made also to the entry for the manuscript in Gneuss and Lapidge (2014). Wherever possible, an indication should be given of a manuscript's origin, date and provenance; though of course this can give rise to difficulties. For some examples, see further below.

For purposes of dating, the convention is to give dates in accordance with the following examples (with intended meaning here expressed in square brackets): s. x<sup>in.</sup> or s. x in. [early tenth century, covering the period c. 900–25]; s. x<sup>1</sup> [first half of the tenth century]; s. x<sup>med.</sup> or s. x med. [middle of the tenth century, covering the period c. 925–75]; s. x [tenth century, without greater precision]; s. x<sup>2</sup> [second half of the tenth century]; s. x<sup>ex.</sup> or s. x ex. [late tenth century, covering the period c. 975–1000]; s. x/xi [late tenth- or early eleventh-century, covering the period c. 975–1025].

If reference is to the recto or verso of a manuscript leaf, ‘fol.’ should be omitted and ‘r’ or ‘v’ should be specified (e.g. 26r, 27v, 26r–27v (*not* 26r–7v) or 35r–43v). If reference is to a leaf (or leaves) as a whole ‘fol(s).’ should be used (e.g. fol. 86, fols. 86–93 or fols. 86 and 88). References to particular lines of a leaf, or to leaves written in double columns, should be made thus: 74r12, 32ra or 45vb12 or 126va39–126vb11.

References to H. Gneuss and M. Lapidge, *Anglo-Saxon Manuscripts: a Bibliographical Handlist ...* (Toronto, 2014), whether for the contents of the manuscript, or for the list of further references, should be in the form given in the list of abbreviations printed at the beginning of each volume (e.g. vol. 44, p. 00): <Gneuss-Lapidge 000 (pp. 00–0); or perhaps GnL, A-S Mss 000 (pp. 00–0).>

Examples for first references to manuscripts are:

Cambridge, Corpus Christi College 422, pp. 27–586 (Winchester, s. xi med., provenance Sherborne), p. 283, line 7 – p. 284, line 10;

Cambridge, Trinity College B. 11. 2 (St Augustine’s, Canterbury, s. x med.), 62r;

Oxford, Bodleian Library, Hatton 20 (Worcester, s. ix ex.), 32r16–33v21;

Oxford, Bodleian Library, Rawlinson C. 697 (NE France, s. ix<sup>2</sup>; later provenance Bury St Edmunds).

London, British Library, Add. 37517 (Canterbury, s. x<sup>2</sup>), fols. 13–15;

London, British Library, Cotton Tiberius B. i (Abingdon, s. x<sup>1</sup>–xi<sup>2</sup>), fol. 3;

London, British Library, Royal 15. C. VII (Old Minster, Winchester, s. x/xi);

London, British Library, Royal 1. B. VII (?Northumbria, s. viii<sup>1</sup>; provenance Christ Church, Canterbury), 15v;

Brussels, Bibliothèque Royale, 1650 (Abingdon, s. xi in.);

Coburg, Landesbibliothek, 1 (?Metz, s. ix), 168r;

Paris, Bibliothèque nationale de France, lat. 4839.

(Note (a) that names of places should be given in standard English forms; (b) that there is a space between the components of a shelfmark, and after the s. abbreviation in a date; and (c) that if the word ‘Library’, or its foreign equivalent, is present, a comma is used before the shelfmark; if ‘Library’ or its foreign equivalent is not present, no comma is used in that position.)

Subsequent references to a manuscript which has already been cited in full should be shortened, e.g.:

CCCC 422; Hatton 20; BL Add. 37517; Tiberius B. i.

For further examples of forms of reference to manuscripts, see Gneuss and Lapidge, *Anglo-Saxon Manuscripts: a Bibliographical Handlist* (2014), or ASE 9.

### *7. References to the Bible*

References to the Bible should be made as follows:

Gen. I.1; Deut. XIX.21; Luke XIII.29–30; John X.24; II Cor. IV.12; Ps. XXII.4.

(Psalms are cited according to the numbering of the Vulgate, not of the Authorized Version.)

8. *References to Latin texts in general*

In the case of a work composed in Latin, it is essential to give the appropriate and accurate Latin title, not an English approximation: thus Bede, *Historia ecclesiastica gentis Anglorum* (not *Ecclesiastical History*), Gregory, *Regula pastoralis* (not *Pastoral Care*), or Pliny, *Historia naturalis* (not *Natural History*). The title should be meaningful on its own terms (e.g. *Regularis concordia*, not *Regularis; Historiarum ... Libri VII*, not *Historiarum; etc.*). In Latin titles, the first word is capitalized, but subsequent words begin with lower case letters (except in the case of names): *De natura deorum, Epistulae morales ad Lucilium; Prognosticon futuri saeculi, Ad Reginum comitem; etc.* In the case of works in multiple books, chapters and sub-chapters, reference is made as follows: Isidore, *Etymologiae* XI.vii.7 (that is upper case roman for book, lower case roman for chapter, and arabic for sub-chapter). For citation of editions, see Annex IV.

9. *References to Old English texts*

The titles of poems should accord with those given in Anglo-Saxon Poetic Records (ASPR); but please include *The* in titles such as *The Dream of the Rood*, and substitute British for American spelling where applicable. If, however, an article contains references to various verse or prose texts or glosses (e.g. in linguistic analysis), use should be made of the abbreviated titles set out by Bruce Mitchell *et al.*, ‘Short Titles of Old English Texts’, *ASE* 4 (1975), 207–21, with supplement in *ASE* 8, 331–3. The word ‘line(s)’ should not be used between the title of a poem and following line number(s); nor should there be any intervening comma (e.g. *The Battle of Maldon* 96). A reference to a half-line on its own, or to a portion of a poem beginning with a second half-line or ending with a first half-line, should include the relevant a or b half-line designation (e.g. *The Battle of Maldon* 92b or 93b–94a or 94b–95 or 93–94a, as against 96 or 96–9). For citation of editions, see Annex IV.

10. *Citation of electronic resources (websites, etc.)*

In many cases it may be sufficient to refer to a website in general terms (e.g. ‘on the website of the Toronto *Dictionary of Old English*’, or ‘on the *Electronic Sawyer* website’), without giving a full (and cumbersome) URL, since a search-engine such as Google should be able to find it without difficulty (and will accommodate changes of address). Similarly, it is not necessary to cite the date on which a website was accessed, since it can be taken for granted that it was accessed in the past, and since it is generally understood that, in the nature of websites, content is liable to change.

## 5. ILLUSTRATIONS

See Section 1.5 above. The accessibility of increasingly large numbers of images on the internet (e.g. the BL’s ‘Catalogue of Illuminated Manuscripts’, or Stanford University’s ‘Parker Library on the Web’) should mean that it is possible in many cases to indicate where images are available; but obviously not so in all cases.

1. *Plates*

As a general rule, digital images for photographic plates should be submitted as high resolution tiff files. Although digital images are generally supplied in colour, the images will be printed halftone (black-and-white). For the CUP’s guidance on the submission of digital images, see Annex VIII. Colour is possible, when absolutely essential; but since it is very expensive, authors would usually be expected to cover the additional cost.

Permissions and fees. It is the responsibility of the contributor to have obtained permission for the reproduction of any photograph from the authority holding the copyright, and to supply the Press with the names of any such authority so that appropriate acknowledgement can be incorporated in the preliminaries to the book. In our experience, few organizations charge a fee for publication in an academic journal; exceptions should be referred to the editor or to the CUP.

### *2. Figures (maps, diagrams and tables)*

Text figures should be separate from the body of the text itself, and be clearly identified. You are expected to supply maps and diagrams which have been drawn to a publishable standard, or which have been re-drawn professionally from your instructions. Author's originals should not be more than twice the final size, and you should bear in mind the amount of detail that can be shown clearly in an area of (approximately) 7 × 4 inches; any wording incorporated in the figure itself, e.g. in a key explaining symbols, should accord in spelling, punctuation *etc.*, with our conventions.

### *3. Numbering, and captions*

Figures are identified by arabic numerals. For a caption, Figure 1: Title of figure. For a cross-reference in the text, (Fig. 2). Numbering of plates and figures is continuous throughout the book, so your own numbering may be changed by the editor. Photographic images are no longer published in gathered pages of plates, printed on specially coated paper; the paper used throughout a volume is of sufficient quality to carry images. Separate subjects within a single figure are designated *a, b, c* (e.g. *3a, b* and *c*). References to figures made in the text of an article should be in the form: fig. 3; figs. 2 and 3. Clear instructions should be provided, with the captions, to indicate where in the article the figures are to appear; the numbers of the figures should be inserted in the main text in bold font, within angle-brackets, at the intended place.

The contributor must supply fully detailed captions for each plate or figure (including any measurement or factor of reduction where applicable). Captions for plates and captions for figures should be listed in separate files. Please follow practice in earlier volumes of *ASE* for style and layout.

## **6. PROOFS AND PROOF CORRECTION**

Proofs are sent electronically to the contributors, with instructions on marking them and for returning them to the copyeditor. Corrections should be confined to typesetter's errors and serious errors of fact. Heavily marked proofs are time-consuming to correct and may delay publication. If there are any points on the proofs which you wish to raise with the editors, or with the copyeditor, please contact the copyeditor. Queries should be directed in the first instance to the copyeditor.

## **7. OFFPRINTS**

Contributors will receive a copy of the volume in which their article appears. Until recently, multiple copies of offprints of each article were supplied free to the first named author. It is now the practice to supply contributors with an electronic offprint, in PDF format. PDF offprints specify, on the cover sheet, the bibliographic context for the article; we understand that the publishers expect soon to be moving to a system of printing a copyright line and bibliographic reference as a header on the first page of the article itself.

ANNEX I  
ABBREVIATIONS FOR SERIES AND PERIODICALS

*Abbreviations for titles of series*

ASMMF	Anglo-Saxon Manuscripts in Microfiche Facsimile
ASPR	<i>Anglo-Saxon Poetic Records</i> , ed. G. P. Krapp and E. V. K. Dobbie, 6 vols. (New York, 1931–42)
AST	Anglo-Saxon Texts (Boydell and Brewer)
BAR	British Archaeological Reports (Oxford)
CBA	Council for British Archaeology
CCCM	Corpus Christianorum, Continuatio Mediaevalis
CCSL	Corpus Christianorum, Series Latina (Turnhout)
CSASE	Cambridge Studies in Anglo-Saxon England
CSEL	Corpus Scriptorum Ecclesiasticorum Latinorum (Vienna)
EEMF	Early English Manuscripts in Facsimile (Copenhagen)
EETS	Early English Text Society
EPNS	English Place-Name Society
HBS	Henry Bradshaw Society Publications
MGH	Monumenta Germaniae Historica
Auct. antiq.	Auctores antiquissimi
Epist.	Epistolae
Epist. select.	Epistolae selectae
Leges	Leges
PLAC	Poetae Latini Aevi Carolini
SS	Scriptores
SS rer. Merov.	Scriptores rerum Merovingicarum
OMT	Oxford Medieval Texts
PL	Patrologia Latina, ed. J. P. Migne (Paris, 1844–64)
RS	Rolls Series
SCBI	Sylloge of Coins of the British Isles

*Abbreviations for titles of periodicals*

<i>AAe</i>	<i>Archaeologia Aeliana</i>
<i>AB</i>	<i>Analecta Bollandiana</i>
<i>AC</i>	<i>Archæologia Cantiana</i>
<i>AHR</i>	<i>American Historical Review</i>
<i>ANQ</i>	<i>American Notes and Queries</i>
<i>ANS</i>	<i>Anglo-Norman Studies</i>
<i>AntJ</i>	<i>Antiquaries Journal</i>
<i>ArchJ</i>	<i>Archaeological Journal</i>
<i>ASE</i>	<i>Anglo-Saxon England</i>
<i>ASNSL</i>	<i>Archiv für das Studium der neueren Sprachen und Literaturen</i>
<i>ASSAH</i>	<i>Anglo-Saxon Studies in Archaeology and History</i>
<i>BBCS</i>	<i>Bulletin of the Board of Celtic Studies</i>
<i>BGDSL</i>	<i>Beiträge zur Geschichte der deutschen Sprache und Literatur</i>
<i>BIAL</i>	<i>Bulletin of the Institute of Archaeology</i> (London)
<i>BN</i>	<i>Beiträge zur Namenforschung</i>
<i>BNJ</i>	<i>British Numismatic Journal</i>
<i>CA</i>	<i>Current Archaeology</i>
<i>CCM</i>	<i>Cahiers de civilisation médiévale</i>
<i>CMCS</i>	<i>Cambridge Medieval Celtic Studies</i>

## *Instructions for Contributors*

<i>DAEM</i>	<i>Deutsches Archiv für Erforschung des Mittelalters</i>
<i>EA</i>	<i>Études anglaises</i>
<i>EconHR</i>	<i>Economic History Review</i>
<i>EHR</i>	<i>English Historical Review</i>
<i>ELN</i>	<i>English Language Notes</i>
<i>EME</i>	<i>Early Medieval Europe</i>
<i>ES</i>	<i>English Studies</i>
<i>FS</i>	<i>Frühmittelalterliche Studien</i>
<i>HS</i>	<i>Historische Sprachforschung</i>
<i>HZ</i>	<i>Historische Zeitschrift</i>
<i>IF</i>	<i>Indogermanische Forschungen</i>
<i>JBAA</i>	<i>Journal of the British Archaeological Association</i>
<i>JEGP</i>	<i>Journal of English and Germanic Philology</i>
<i>JEH</i>	<i>Journal of Ecclesiastical History</i>
<i>JEPNS</i>	<i>Journal of the English Place-Name Society</i>
<i>JMH</i>	<i>Journal of Medieval History</i>
<i>JTS</i>	<i>Journal of Theological Studies</i>
<i>LH</i>	<i>The Local Historian</i>
<i>MA</i>	<i>Medieval Archaeology</i>
<i>MÆ</i>	<i>Medium Ævum</i>
<i>MLR</i>	<i>Modern Language Review</i>
<i>MP</i>	<i>Modern Philology</i>
<i>MS</i>	<i>Mediaeval Studies</i>
<i>MScand</i>	<i>Mediaeval Scandinavia</i>
<i>N&amp;Q</i>	<i>Notes and Queries</i>
<i>NChron</i>	<i>Numismatic Chronicle</i>
<i>NCirc</i>	<i>Numismatic Circular</i>
<i>NH</i>	<i>Northern History</i>
<i>NM</i>	<i>Neophilologische Mitteilungen</i>
<i>OEN</i>	<i>Old English Newsletter</i>
<i>PA</i>	<i>Popular Archaeology</i>
<i>PBA</i>	<i>Proceedings of the British Academy</i>
<i>PMLA</i>	<i>Publications of the Modern Language Association of America</i>
<i>PQ</i>	<i>Philological Quarterly</i>
<i>RB</i>	<i>Revue bénédictine</i>
<i>RES</i>	<i>Review of English Studies</i>
<i>SBVS</i>	<i>Saga-Book of the Viking Society for Northern Research</i>
<i>SCMB</i>	<i>Seaby's Coin and Medal Bulletin</i>
<i>SettSpol</i>	<i>Settimane di studio del Centro italiano di studi sull' alto medioevo (Spoleto)</i>
<i>SM</i>	<i>Studi Medievali</i>
<i>SN</i>	<i>Studia Neophilologica</i>
<i>SP</i>	<i>Studies in Philology</i>
<i>TLS</i>	<i>Times Literary Supplement</i>
<i>TPS</i>	<i>Transactions of the Philological Society</i>
<i>TRHS</i>	<i>Transactions of the Royal Historical Society</i>
<i>YES</i>	<i>Yearbook of English Studies</i>
<i>ZAA</i>	<i>Zeitschrift für Anglistik und Amerikanistik</i>
<i>ZDA</i>	<i>Zeitschrift für deutsches Altertum und deutsche Literatur</i>
<i>ZVS</i>	<i>Zeitschrift für vergleichende Sprachforschung</i>

### *Additional forms of abbreviation*

Gn-L, ASMss 000

H. Gneuss and M. Lapidge, *Anglo-Saxon Manuscripts: a*

*Instructions for Contributors*

*Bibliographical Handlist of Manuscripts and Manuscript  
Fragments Written or Owned in England up to 1100*  
(Toronto, 2014), with number of entry

ANNEX II  
STANDARD ABBREVIATIONS FOR USE IN REFERENCES

<i>Academy</i>	<i>Acad.</i>
<i>America(n)</i>	<i>Amer.</i>
<i>Anglo-Saxon</i>	<i>AS</i>
<i>Annual</i>	<i>Ann.</i>
<i>Antiquarian</i>	<i>Ant.</i>
<i>Archaeology, -ical</i>	<i>Archaeol.</i>
<i>Architecture, -ural</i>	<i>Archit.</i>
<i>Association</i>	<i>Assoc.</i>
<i>British</i>	<i>Brit.</i>
<i>Bulletin</i>	<i>Bull.</i>
<i>Department</i>	<i>Dept</i>
<i>Ecclesiastical</i>	<i>Eccles.</i>
<i>English</i>	<i>Eng.</i>
<i>Geography, -ical</i>	<i>Geog.</i>
<i>Graduate</i>	<i>Grad.</i>
<i>History, -ical</i>	<i>Hist.</i>
<i>Institute</i>	<i>Inst.</i>
<i>Journal</i>	<i>Jnl</i>
<i>Language</i>	<i>Lang.</i>
<i>Library</i>	<i>Lib.</i>
<i>Linguistic(s)</i>	<i>Ling.</i>
<i>Literature, -ary</i>	<i>Lit.</i>
<i>Magazine</i>	<i>Mag.</i>
<i>Medi(a)eval</i>	<i>Med.</i>
<i>Miscellaneous</i>	<i>Misc.</i>
<i>Modern</i>	<i>Mod.</i>
<i>Natural</i>	<i>Nat.</i>
<i>Old English</i>	<i>OE</i>
<i>Philology, -ical</i>	<i>Philol.</i>
<i>Proceedings</i>	<i>Proc.</i>
<i>Publication(s)</i>	<i>Publ.</i>
<i>Royal</i>	<i>R.</i>
<i>Review</i>	<i>Rev.</i>
<i>Society</i>	<i>Soc.</i>
<i>Studies</i>	<i>Stud.</i>
<i>Theology, -ical</i>	<i>Theol.</i>
<i>Transactions</i>	<i>Trans.</i>
<i>University</i>	<i>Univ.</i>
extra series	es
new series	ns
original series	os
series	ser.
supplementary series	ss

ANNEX III  
EXAMPLES OF FORMS OF REFERENCE IN FOOTNOTES

**A. Editions and translations of primary texts**

References to editions and/or translations published in the standard series (e.g. RS, MGH, EETS, OMT, CCSL, EHD, AST, *etc.*) should be devised and employed in the spirit of the examples provided in Annex IV.

**B. Modern scholarship**  
*not including editions of texts*

1. The *first* reference to a book, or to an article in a book or journal, should be based on one of the models which follow.

(i) *first reference to a book:*

J. A. Robinson, *The Times of Saint Dunstan* (Oxford, 1923), pp. 51–5;

S. Keynes and M. Lapidge, *Alfred the Great: Asser's 'Life of King Alfred' and other Contemporary Sources* (Harmondsworth, 1983), pp. 173–8;

C. E. Blunt, B. H. I. H. Stewart and C. S. S. Lyon, *Coinage in Tenth-Century England from Edward the Elder to Edgar's Reform* (Oxford, 1989);

(ii) *first reference to a multi-volume book:*

A. W. Clapham, *English Romanesque Architecture*, 2 vols. (Oxford, 1930–4) I, 135;

A. N. Other, *Title of Book*, 2 vols., Name of Series 00–0, 2nd ed. (Place, 2000) II, 00–00;  
*Historia Ecclesie Abbdonensis: The History of the Church of Abingdon*, ed. and trans. J. Hudson, 2 vols. (Oxford, 2002–7) I, cxcix–cciv;

P. Wormald, *The Making of English Law: King Alfred to the Twelfth Century*, I: *Legislation and its Limits* (Oxford, 1999), p. 50 [a special case, since the first volume has its own title, and the second volume, which also had its own title, was never published]

(iii) *first reference to a book in a series:*

A. Scharer, *Die angelsächsische Königsurkunde im 7. und 8. Jahrhundert*, Veröffentlichungen des Instituts für österreichische Geschichtsforschung 26 (Vienna, 1982), 100–5;

(Series titles are omitted if the volumes are not numbered, as in the case of OMT.)

(iv) *first reference to an edition of a book other than the first:*

F. M. Stenton, *Anglo-Saxon England*, 3rd ed. (Oxford, 1971), p. 99;

*English Historical Documents c. 500–1042*, ed. D. Whitelock, Eng. Hist. Documents 1, 2nd ed. (London, 1979) [hereafter *EHD*], no. 129;

(v) *first reference to an unpublished dissertation:*

D. B. Schneider, 'Anglo-Saxon Women in the Religious Life: a Study of the Status and Position of Women in an Early Mediaeval Society' (unpubl. PhD dissertation, Cambridge Univ., 1985), p. 181, n. 7; the equivalent of a PhD in Oxford, and elsewhere, is a DPhil

(vi) *first reference to an article in a periodical with an abbreviated title:*

R. Fleming, 'Monastic Lands and England's Defence in the Viking Age', *EHR* 100 (1985), 247–65, at 255–7;

B. A. E. Yorke, 'The Vocabulary of Anglo-Saxon Overlordship', *ASSAH* 2, BAR Brit. ser. 92 (Oxford, 1981), 171–200;

(vii) *first reference to an article in a periodical without an abbreviated title:*

L. Musset, 'Rouen et l'Angleterre vers l'an mil', *Annales de Normandie* 24 (1974), 287–90;

H. R. Loyn, 'Wales and England in the Tenth Century: the Context of the Athelstan Charters', *Welsh Hist. Rev.* 10 (1981), 283–301;

(viii) *first reference to an article in a book or collection of essays:*

- A. Campbell, 'The Old English Epic Style', *English and Medieval Studies presented to J. R. R. Tolkien*, ed. N. Davis and C. L. Wrenn (London, 1962), pp. 13–26, esp. 17;
- J. M. Wallace-Hadrill, 'Charlemagne and England', in his *Early Medieval History* (Oxford, 1975), pp. 155–80, at 177, n. 65 [not 177 n. 65];
- D. Whitelock, 'The Importance of the Battle of Edington', in her *From Bede to Alfred: Studies in Early Anglo-Saxon Literature and History* (London, 1980), XIII. 6–15; [Variorum reprint – supply page numbers as well as the item number]
- M. Biddle, 'Archaeology, Architecture, and the Cult of Saints in Anglo-Saxon England', *The Anglo-Saxon Church: Papers on History, Architecture, and Archaeology in honour of Dr H. M. Taylor*, ed. L. A. S. Butler and R. K. Morris, CBA Research Report 60 (London, 1986), 1–31;
- S. Keynes, 'Queen Emma and the *Encomium Emmae Reginae*', *Encomium Emmae Reginae*, ed. A. Campbell, Camden Classic Reprints 4 (Cambridge, 1998), xiii–lxxx, at lii–liii

(ix) *for entries in an encyclopaedia:*

- R. C. Love, 'Hagiography', *The Wiley Blackwell Encyclopedia of Anglo-Saxon England*, ed. M. Lapidge, J. Blair, S. Keynes and D. Scragg, 2nd ed. (Chichester, 2014), pp. 231–3

2. A *subsequent* reference to a book, or to an article in a book or journal, should be based on one of the models which follow.

(i) *if the subsequent reference follows directly, in the same footnote or in the next:*

*Ibid.* p. 65.

*Ibid.* I, 221–3.

(ii) *if the subsequent reference follows later:*

Blunt *et al.*, *Coinage in Tenth-Century England*, pp. 278–80.

Clapham, *English Romanesque Architecture* II, 99.

Title of Book, ed. Other, III, 000–0 <avoiding Other III, 000–0>

Fleming, 'Monastic Lands', pp. 250–1.

Robinson, *Times of St Dunstan*, pp. 71–80.

Wormald, *Making of English Law*, pp. 430–49

Love, 'Hagiography', p. 232.

(iii) *references to other entries in an encyclopedia already cited:*

R. Love, 'Waltheof, St', *Encyclopedia of ASE*, ed. Lapidge *et al.*, p. 486.

### C. Some difficult forms of reference

Not all books lend themselves to the requirements of a publisher's house style, as expressed in a style sheet: they might have complex typography and layout; they might relate to composite items, where it is unclear how to refer to a particular part, or to the whole; or they might have been published in the eighteenth century.

Some examples follow, which often give trouble. Other could be added.

#### 1. **Hickes's *Thesaurus* (1705) and Wanley's *Catalogus* (1705)**

This composite work is often represented as Hickes and Wanley [or Hickes, ed.], *Thesaurus*, 2 vols. (Oxford, 1705), as if Wanley's *Catalogus* formed a second volume of the *Thesaurus*. Binding arrangements, in two or three volumes, differ from one set to another, and thus always create problems; but *technically*, a 'correct' ASE form of citation (following the several title-pages, and other indications within the work) would be expressed as follows:

G. Hickes, A. Fountaine and H. Wanley, *Antiquae Litteraturae Septentrionalis Libri Duo* (Oxford, 1703–5), in six parts, comprising [pts 1–4] G. Hickes, *Linguarum Vett.*

*Septentrionalium Thesaurus Grammatico-Criticus & Archæologicus* (Oxford, 1703–5) [itself comprising G. Hickes, *Institutiones Grammaticæ Anglo-Saxonicae, & Moeso-Gothicae* (Oxford, [1689] 1703); G. Hickes, *Institutiones Grammaticæ Franco-Theotiscæ* (Oxford, 1703); R[unólphur] Jónsson and G. Hickes, *Grammaticæ Islandicæ Rudimenta* (Oxford, 1703); and G. Hickes, *De Antiquæ Litteraturæ Septentrionalis Utilitate, sive De Linguarum Veterum Septentrionalium Usu Dissertatio Epistolaris* (Oxford, 1703), with A. Fountaine, *Numismata Anglo-Saxonica & Anglo-Danica Breviter Illustrata* (Oxford, 1705)] [= *Antiquæ Litteraturæ Septentrionalis Libri Duo I*], and [pts 5–6] H. Wanley, *Librorum Vett. Septentrionalium, qui in Angliæ Biblioth. Extant, Catalogus Historico-Criticus* (Oxford, 1705) with *Indices Totius Operis* (Oxford, 1703 [sic]), and *Corrigenda et Addenda* followed by list of subscribers [= *Antiquæ Litteraturæ Septentrionalis Libri Duo II*].

For the sake of greater simplicity, it is suggested that the composite work is cited as: G. Hickes *et al.*, *Antiquæ Litteraturæ Septentrionalis Libri Duo* (Oxford, 1703–5), incorporating Hickes’s *Linguarum Vett. Septentrionalium Thesaurus Grammatico-Criticus & Archæologicus* (Oxford, 1703–5), cited hereafter as Hickes, *Thesaurus*, and H. Wanley’s *Librorum Vett. Septentrionalium, qui in Angliæ Biblioth. Extant, Catalogus Historico-Criticus* (Oxford, 1705), cited hereafter as Wanley, *Catalogus*.

## 2. ‘Bosworth-Toller’

Another complex item.

*An Anglo-Saxon Dictionary based on the Manuscript Collections of the late Joseph Bosworth*, ed. T. N. Toller (Oxford, 1898), with T. N. Toller, *An Anglo-Saxon Dictionary based on the Manuscript Collections of Joseph Bosworth: Supplement* (Oxford, 1921) and A. Campbell, *An Anglo-Saxon Dictionary based on the Manuscript Collections of Joseph Bosworth: Enlarged Addenda and Corrigenda to the Supplement by T. Northcote Toller* (Oxford, 1972), cited hereafter as Bosworth-Toller, *Anglo-Saxon Dictionary*.

ANNEX IV

REFERENCES TO EDITIONS OF TEXTS

Examples are provided here for forms of reference to various well established series and other modern editions, e.g. of the works of Bede, Alcuin, and others. A basic principle in citing text and/or translation of a primary source is to give priority to the work itself, but also to ensure that the reference incorporates the name of the modern editor whose edition is being used. Problems arise because there are so many different types of source material, and so many different series, all of which work in different ways. Problems also arise because it may well be necessary to distinguish between the form of citation used in a reference to the text/translation of a work, and the form of citation used in a reference to the editorial introduction, or to a part of the editorial apparatus (such as a discursive footnote). When citing the work itself, one should cite the page number(s) for the text; reference to any facing translation is (as it were) understood. (If the reference is specifically to an aspect of the translation, the form of reference can be adjusted accordingly.)

**1. Patrologia Latina (PL)**

Jacques-Paul Migne's *Patrologia Latina*, covering the works of the Church Fathers from the third century to the thirteenth, was published in over 200 volumes between 1844 and 1855. A full text database is available online. Further details on Wikipedia.

Hincmar, *De praedestinatione dei et libero arbitrio*, PL 125, cols. 65–474.

**2. Rolls Series (RS)**

Volumes in what came to be known as the Rolls series (published 1858–96, comprising over 250 volumes) were not so named or numbered when originally published. They were named and numbered subsequently, for the Royal Historical Society's *Texts and Calendars*, also used for the Kraus reprint (1964), which can be useful when locating a volume on a shelf. It is helpful, therefore, to include a reference to the series (RS), with its number. Many volumes are readily accessible online, in one form or another; they have also been reprinted in the 'Cambridge Library Collection' (Cambridge University Press), in the form of digital print-on-demand paperbacks.

Examples of forms of reference for first and subsequent citations:

*Memorials of Saint Dunstan*, ed. W. Stubbs, RS (London, 1874), p. 355;

*Memorials*, ed. Stubbs, p. 441.

**3. Monumenta Germaniae Historica (MGH)**

The whole series is available online ([www.dmgh.de](http://www.dmgh.de)). For abbreviations used in citing the sub-series, see Annex I. Examples of forms of reference for first and subsequent citations:

*Epistolae Karolini Aevi* II, ed. E. Dümmler, MGH Epist. 4 (Berlin, 1895), 191–2 (no. 129);

*Epistolae Karolini Aevi*, ed. Dümmler, no. 125.

**4. Early English Text Society (EETS)**

The Society was established in 1864. Its publications comprise an 'Original Series' (1864–), an 'Extra Series' (1867–1935), and a 'Supplementary Series' (1970–); the difference has to do with subscriptions. The first and the third contain many essential editions.

Examples of forms of reference for first and subsequent citations:

*Ælfric's Catholic Homilies: The First Series, Text*, ed. P. Clemoes, EETS ss 17 (Oxford, 1997), 533–5;

*Ælfric's Catholic Homilies: The Second Series, Text*, ed. M. Godden, EETS ss 5 (Oxford, 1979), 1–2;

M. Godden, *Ælfric's Catholic Homilies: Introduction, Commentary and Glossary*, EETS ss 18 (Oxford, 2000), xxxii;

*Byrhtferth's Manual*, ed. S. J. Crawford, EETS os 177 (London, 1929), 78;

*Byrhtferth's Enchiridion*, ed. P. S. Baker and M. Lapidge, EETS ss 15 (Oxford, 1995), xlvi–lii;

## 5. Early English Manuscripts in Facsimile (EEMF)

This series was established in 1951 in Denmark, as a gesture of respect, after the war, towards Sir Winston Churchill. It became a vehicle for some of the ground-breaking scholarship in the study of Anglo-Saxon manuscripts. The series was overtaken by digital technology, and is no longer active.

Examples of forms of reference for first and subsequent citations:

*Ælfric's First Series of Catholic Homilies: British Museum Royal 7 C. XII Fols. 4–218*, ed. N. Eliason and P. Clemoes, EEMF 13 (Copenhagen, 1966), 35;

## 6. Corpus Christianorum Series Latina (CCSL)

## 7. Corpus Christianorum Continuatio Mediaevalis (CCCM)

*Clavis Scriptorum Latinorum Medii Aevi: Auctores Galliae 735–987 / Clavis des auteurs latins du moyen âge: Territoire Français 735–987, II: Alcuin*, ed. M.-H. Jullien and F. Perelman, CCCM (Turnhout, 1999), 7–8

## 8. Corpus Scriptorum Ecclesiasticorum Latinorum (CSEL [Salzburg])

## 9. Oxford Medieval Texts (OMT)

Formerly Nelson's Medieval Texts, transferred to the Clarendon Press (OUP) in 1965. Volumes in OMT tend of their nature to have typographically complex title-pages, with the author's name, the title of the work in Latin and in English, single or multiple editors, and differences between the component volumes of a particular set. Complications arise when converting a title laid out on different lines, and in a combination of roman and italic typefaces, into a reference laid out continuously in a footnote. OMT volumes are not numbered, and for this reason it is not our practice to include 'OMT' as a series abbreviation. Complications also arise when determining how to express the reference to sections within the text (i.e. the Latin work) itself. The texts are not of course directly comparable with each other; and the systems of reference used in editions, and the terminology, are bound to vary.

*The purpose of the guidance below is to achieve a simple result: that when citing the text and/or translation of a particular work, priority can be given in an economical and effective form to the author and title of the work itself, followed by the page-numbers of the modern edition/translation in brackets, naming the editor); but that when citing the introductory material, or a footnote in the edition, priority can be given to the name of the editor. Further complications arise from the form in which a volume in the series is first cited (whether for the introduction, or for the text).*

**Some general principles:** *no comma* between the title of a text (whether given in full, or abbreviated) and the number of a component book (or part), and space, after a point, between the number of the book (or part) and a chapter or section number (e.g. *HE* ii. 5, *not HE*, ii. 5), chapter number and a further number denoting a section within that chapter (e.g. *GR* ii. 165.6, *not GR* ii. 165. 6); *comma* after the title of a text (whether given in full, or abbreviated) and before a reference to a chapter (e.g. *Vita S.*

*Æthelwoldi*, ch. 21, or *VSÆ*, ch. 21); for treatment of ‘ed. and trans.’, see above, Section 4.2(iii), and note that a few title-pages subsume the act of translation in the act of editing.

Some examples:

**a. Anglo-Latin texts (early)**

- Bede, *HE*. For the work itself (first and subsequent references), and for the introduction (sub. ref.):

Bede, *Historia ecclesiastica* [hereafter *HE*] ii. 5, in *Bede’s Ecclesiastical History of the English People*, ed. B. Colgrave and R. A. B. Mynors (Oxford, 1969), pp. 148–54;

Bede, *HE* iv. 26 (ed. Colgrave and Mynors, p. 430);

Colgrave and Mynors, *Bede’s Ecclesiastical History*, pp. xlvi–xlvi.

- Bede, *HA*. For the work itself (first and subsequent references):

Bede, *Historia Abbatum* [hereafter *HA*], ch. 15, in *Abbots of Wearmouth and Jarrow: Bede’s Homily i. 13 on Benedict Biscop; Bede’s ‘History of the Abbots of Wearmouth and Jarrow’; the Anonymous ‘Life of Ceolfrith’; Bede’s ‘Letter to Ecgbert, Bishop of York’*, ed. and trans. C. Grocock and I. N. Wood (Oxford, 2013), pp. 56–60.

**b. Anglo-Latin texts (later)**

- **St Æthelwold**. For the work itself (first and subsequent references), and for the introduction (sub. ref.):

Wulfstan of Winchester, *Vita S. Æthelwoldi* [hereafter *WW*, *VSÆ*], ch. 21, in *Wulfstan of Winchester: the Life of St Æthelwold*, ed. M. Lapidge and M. Winterbottom (Oxford, 1991), p. 36;

*WW*, *VSÆ*, ch. 14 (ed. Lapidge and Winterbottom, pp. 24–8);

Lapidge and Winterbottom, *Wulfstan of Winchester*, p. 37, n. 3.

- **St Dunstan**. For the work itself (first and subsequent references), and for the introduction (sub. ref.):

‘B’, *Vita S. Dunstani* [hereafter *VSD*], ch. 25, in *The Early Lives of St Dunstan*, ed. and trans. M. Winterbottom and M. Lapidge (Oxford, 2012), pp. 76–8;

‘B’, *VSD*, ch. 20.3 (ed. Winterbottom and Lapidge, p. 64);

Winterbottom and Lapidge, *Early Lives*, p. xxxvi.

- **St Oswald**. For the work itself (first and subsequent references), and for the introduction (first ref., with sub. refs.):

Byrhtferth of Ramsey, *Vita S. Oswaldi* [hereafter *BR*, *VSO*] iv. 12, in *Byrhtferth of Ramsey: the Lives of St Oswald and St Ecgbert*, ed. and trans. M. Lapidge (Oxford, 2009), pp. 122–6;

*BR*, *VSO* iv. 18 (ed. Lapidge, pp. 136–40);

*Byrhtferth of Ramsey: the Lives of St Oswald and St Ecgbert*, ed. and trans. M. Lapidge (Oxford, 2009), p. xxxvi.

Byrhtferth of Ramsey, *Vita S. Oswaldi* [hereafter *BR*, *VSO*] iv. 12, in *Byrhtferth of Ramsey*, ed. Lapidge, pp. 122–6.

*BR*, *VSO* iv. 18 (ed. Lapidge, pp. 136–40).

Lapidge, *Byrhtferth of Ramsey*, p. xxix.

- **Edward the Confessor**. For the introduction (first and subsequent references), and for the work itself (first and subsequent references):

*The Life of King Edward who Rests at Westminster, Attributed to a Monk of Saint-Bertin*, ed. and trans. F. Barlow, 2nd ed. (Oxford, 1992), p. lix;

Barlow, *Life of King Edward*, pp. lxxviii–lxxx.

*Vita Ædwardi Regis* [hereafter *VÆdR*] i. 5 (ed. Barlow, pp. 52–4).

*VÆdR* ii. 11 (ed. Barlow, p. 124).

**c. Anglo-Norman hagiography and history**

- A relatively straightforward example, for a work in one volume. If the introduction is cited first, and the text subsequently:

*Three Eleventh-Century Anglo-Latin Saints' Lives: 'Vita S. Birini', 'Vita et miracula S. Kenelmi' and 'Vita S. Rumwoldi'*, ed. and trans. R. C. Love (Oxford, 1996), p. clix;  
*Vita S. Rumwoldi* [hereafter *VSR*], ch. 3 (ed. Love, p. 98).

If the text is cited first:

*Vita S. Rumwoldi* [hereafter *VSR*], ch. 3, in *Three Eleventh-Century Anglo-Latin Saints' Lives: 'Vita S. Birini', 'Vita et miracula S. Kenelmi' and 'Vita S. Rumwoldi'*, ed. and trans. R. C. Love (Oxford, 1996), pp. 92–114, at 98.

For subsequent references to the introduction or text:

Love, *Anglo-Latin Saints' Lives*, p. clix.

*VSR*, ch. 13 (ed. Love, pp. 112–14).

• **William of Malmesbury**, *Gesta regum*. A more complicated example, where (in addition to the usual typographical issues) the component volumes of a 2-volume set have different titles, and assign authorship in different ways. There is no easy way of citing the edition as a set, and they have to be treated separately. In the second volume, the intrusion of a separate title after the volume number (+ colon) seems to require the insertion of a comma before the volume number, and the use of 'p.' or 'pp.' in the page reference. For the work itself (first and subsequent references), and for the introduction (subsequent reference):

William of Malmesbury, *Gesta regum* [hereafter *WM, GR*] iii. 245.1–2, in *William of Malmesbury: Gesta Regum Anglorum / 'The History of the English Kings' I*, ed. and trans. R. A. B. Mynors with R. M. Thomson and M. Winterbottom (Oxford 1998), 456–8;

*WM, GR* ii. 165.6 (ed. Mynors *et al.*, p. 272);

Mynors *et al.*, *WM, Gesta Regum*, pp. xvii and xix–xx.

For the commentary, published as a separate volume, with its own title:

R. M. Thomson with M. Winterbottom, *William of Malmesbury: Gesta Regum Anglorum / 'The History of the English Kings', II: General Introduction and Commentary* (Oxford, 1999), p. 147;

Thomson *et al.*, *WM, Gesta Regum: Introduction and Commentary*, p. 145.

• **William of Malmesbury**, *Gesta pontificum*. Another complicated example, of the same kind, though in this case the first volume also has its own title. For the work itself (first and subsequent references), and for the commentary (first ref.):

William of Malmesbury, *Gesta pontificum Anglorum* [hereafter *WM, GP*] iv. 186.5, in *William of Malmesbury: Gesta Pontificum Anglorum / 'The History of the English Bishops', I: Text and Translation*, ed. and trans. M. Winterbottom with R. M. Thomson (Oxford, 2007), p. 494;

*WM, GP* ii. 95.2 (ed. Winterbottom *et al.*, p. 316);

R. M. Thomson with M. Winterbottom, *William of Malmesbury: Gesta Pontificum Anglorum / 'The History of the English Bishops', II: Commentary* (Oxford, 2007), p. 152.

Thomson *et al.*, *WM, Gesta Pontificum: Commentary*, p. 140.

• **John of Worcester**, *Chronicon*. For the work itself (first and sub. references):

John of Worcester, *Chronicon* [hereafter *JW, Chron.*], *s.a.* 1066, in *The Chronicle of John of Worcester, II: The Annals from 450 to 1066*, ed. R. R. Darlington and P. McGurk with J. Bray (Oxford, 1995), p. 600;

*JW, Chron.*, *s.a.* 978 (ed. Darlington *et al.*, pp. 428–30).

John of Worcester, *Chronicon* [hereafter *JW, Chron.*], *s.a.* 1141, in *The Chronicle of John of Worcester, III: The Annals from 1067 to 1140, with the Gloucester Interpolations and the Continuation to 1141*, ed. and trans. P. McGurk (Oxford, 1998), pp. 298–300.

*JW, Chron.*, *s.a.* 1118 (ed. McGurk, p. 142).

• **Henry of Huntingdon**, *Historia Anglorum*. A more straightforward example. For the work itself (first and subsequent references):

Henry of Huntingdon, *Historia Anglorum* [hereafter *HH, HA*], vi. 17, in *Henry, Archdeacon of Huntingdon: 'Historia Anglorum' / The History of the English People*, ed. and trans. D. Greenway (Oxford, 1996), pp. 366–8;

*HH, HA* x. 18 (ed. Greenway, p. 738).

• **The Abingdon cartulary-chronicle**, as a straightforward example of a two-volume set, with ‘ed. and trans.’ on the title-page (first and subsequent references):  
*Historia Ecclesie Abendonensis: the History of the Church of Abingdon*, ed. and trans. J. Hudson, 2 vols. (Oxford, 2002–7) I, 140–50;  
Hudson, *Abingdon* I, cxcix–cciv [tidier form for citing introduction]  
*HEA* i. 98 (ed. Hudson, pp. 140–50)

• **Miracles of St Edmund** (first and subsequent references):  
*Herman the Archdeacon and Goscelin of Saint-Bertin: Miracles of St Edmund*, ed. and trans. T. Licence with L. Lockyer (Oxford, 2014);  
Herman, *MSE*, ch. 4 (ed. Licence, p. 14); [if *MSE* has been explained]  
Goscelin, *MSE* i. 4 (ed. Licence, p. 146);  
Licence, *Miracles of St Edmund*, pp. lxix–lxxi.

#### 10. **Anglo-Saxon Texts** (D. S. Brewer)

The series comprises editions (text and facing translation) of important texts in Latin and in Old English. Note that the publisher is D. S. Brewer (not Boydell and Brewer), and that the place of publication is Cambridge (not Woodbridge).

Examples of forms of reference for first citations:

*Anglo-Saxon Prognostics: an Edition and Translation of Texts from London, British Library, MS Cotton Tiberius A.iii*, ed. R. M. Liuzza, AST 8 [recte 9] (Cambridge, 2011)

Examples for citing editions and translations in different series (or in none):

*Aldhelmi Opera*, ed. R. Ehwald, MGH *Auct. antiq.* 15 (Berlin, 1919), pp. 228–9, with M. Lapidge and M. Herren, *Aldhelm: the Prose Works* (Cambridge, 1979), p. 59;

*Encomium Emmae reginae* [hereafter *EER*] iii. 3, in *Encomium Emmae Reginae*, ed. A. Campbell, Camden 3rd ser. 72 (London, 1949), pp. 40–2 [treat separately from 1998 reprint]

Asser, *Vita Alfredi regis*, ch. 2, in *Asser’s Life of King Alfred, together with the Annals of Saint Neots*, ed. W. H. Stevenson (Oxford, 1904), p. 4, with S. Keynes and M. Lapidge, *Alfred the Great: Asser’s ‘Life of King Alfred’ and Other Contemporary Sources* (Harmondsworth, 1983), p. 68; see also A. Gautier, *Asser: Histoire du roi Alfred*, Les Classiques de l’histoire au moyen age (Paris, 2013), pp. 6–8.

*The Battle of Maldon*, ed. D. G. Scragg (Manchester, 1981), line 89, with D. Scragg, ‘*The Battle of Maldon*’, *The Battle of Maldon AD 991*, ed. D. Scragg (Oxford, 1991), pp. 15–36, at 20.

ANNEX V  
REFERENCES TO THE *ANGLO-SAXON CHRONICLE*

Citation of the *Anglo-Saxon Chronicle* is straightforward, if one is working with one or other of the extant manuscripts, treated in its own right; but matters become more complicated as soon as one starts to work with the imagined, reconstructed or ‘virtual’ chronicles, or sets of annals, which lay behind the extant manuscripts. The so-called ‘Common Stock’ (i.e. the ‘Alfredian’ compilation of the early 890s) is a case in point; the sets of later annals regarded as ‘continuations’ of the ‘Common Stock’, in so far as they can be distinguished from each other, present greater difficulties; and the difficulties multiply further in connection with hypothetical recensions, such as the ‘Northern Recension’, which have been absorbed into particular lines of textual transmission.

There is no simple solution. The two-volume edition produced in the 1890s by Charles Plummer remains important, for its introduction and notes, and because of the way it has influenced the layout of modern translations. As a general principle, however, reference should be made to the separate volumes published by D. S. Brewer (Cambridge), using a system of abbreviation (adapted from the title-pages) which gives rise to a form of abbreviation which facilitates citation of particular annals in particular manuscripts, and which (most importantly) allows the user to cite the introductions to these editions in a way which identifies their respective editors.

*Manuscript*

- MS A     *The Anglo-Saxon Chronicle MS. A*, ed. J. M. Bately, AS Chronicle: a Collaborative Edition 3 (Cambridge, 1986)
- MS B     *The Anglo-Saxon Chronicle MS. B*, ed. S. Taylor, AS Chronicle: a Collaborative Edition 4 (Cambridge, 1983)
- MS C     *The Anglo-Saxon Chronicle MS. C*, ed. K. O’Brien O’Keeffe, AS Chronicle: a Collaborative Edition 5 (Cambridge, 2001)
- MS D     *The Anglo-Saxon Chronicle MS D*, ed. G. P. Cubbin, AS Chronicle: a Collaborative Edition 6 (Cambridge, 1996)
- MS E     *The Anglo-Saxon Chronicle MS. E*, ed. S. Irvine, AS Chronicle: a Collaborative Edition 7 (Cambridge, 2004)
- MS F     *The Anglo-Saxon Chronicle MS F*, ed. P. S. Baker, AS Chronicle: a Collaborative Edition 8 (Cambridge, 2000)  
*Facsimile of MS. F: the Domitian Bilingual*, ed. D. Dumville, AS Chronicle: a Collaborative Edition (Cambridge, 1995)
- MS G     *Die Version G der angelsächsischen Chronik: Rekonstruktion und Edition*, ed. A. Lutz, Texte und Untersuchungen zur englischen Philologie 11 (Munich, 1981)
- MS H     Plummer, pp. 244–5, or Sparks, in *N&Q* 58 (2011), 484–7  
*The Abingdon Chronicle A.D. 956–1066*, ed. P. W. Conner, AS Chronicle: a Collaborative Edition 10 (Cambridge, 1996)  
*The Annals of St Neots with Vita Prima Sancti Neoti*, ed. D. Dumville and M. Lapidge, AS Chronicle: a Collaborative Edition 17 (Cambridge, 1985)

Use of the conventional sigla should be taken for granted.

If a contribution involves extensive use of the *Anglo-Saxon Chronicle*, it should include a general bibliographical note explaining the system of reference. For example:

<sup>000</sup> References to manuscripts of the *Anglo-Saxon Chronicle* (ASC) are to the series published by D. S. Brewer, abbreviated as follows: ASC MS A = *The Anglo-Saxon Chronicle MS. A*, ed. J. M. Bately, AS Chronicle: a Collaborative Edition 3 (Cambridge, 1986); ASC MS B = *The Anglo-Saxon Chronicle MS. C*, ed. K. O'Brien O'Keefe, AS Chronicle: a Collaborative Edition 5 (Cambridge, 2001); etc., as required.

A first and subsequent reference to a particular annal in a particular manuscript should be in this form:

<sup>000</sup> ASC MS A, 794 [for 796].

<sup>000</sup> ASC MS C, 978.

<sup>000</sup> ASC MS C, 1016 (p. 101). [Citation of page is helpful, if there is any ambiguity.]

It will be understood that the arabic number given in the reference refers to the arabic number printed in square brackets in the edition, and so to the roman numeral in the text. It will be necessary in some cases (e.g. when citing annals affected by mechanical dislocation) to add the 'actual' date in square brackets, which of course is a matter of judgment. Complications are bound to arise, e.g. when citing information which appears under different dates in different manuscripts; and much has to be left to the contributor's judgment in devising a solution which is clear, clinical, and economical with space. In some cases it might be appropriate to use the convention '... (ASC 980C; cf. 981DE [for 980])', or '... (ASC 1041CD, 1040EF)', where it would be understood that reference is being made to information in a combination of manuscripts, with different dates, without reference to printed editions (assuming they are cited in a general bibliographical note of the kind mentioned above).

A first and subsequent reference to the introduction in the edition of a particular manuscript in the series (or to a note in the text) should be in this form (naming the author):

<sup>000</sup> Bately, *ASC MS A*, p. 00. [not *ASC MS A*, ed. Bately, p. 00]

<sup>000</sup> O'Brien O'Keefe, *ASC MS C*, p. 00. [not *ASC MS C*, ed. O'Brien O'Keefe, p. 00]

**Translation.** Since the ASE stylesheet requires citation of translations, as well as texts (whether in Latin or in Old English), it is necessary to introduce further complications. For the period up to 1042, the translation in *English Historical Documents c. 500–1042*, ed. D. Whitelock, EHD 1, 2nd ed. (London, 1979), pp. 145–261, remains the best, not least for its layout. For the chronicle as a whole, and so for the period after 1042, *The Anglo-Saxon Chronicle: a Revised Translation*, ed. D. Whitelock, with D. C. Douglas and S. I. Tucker (London, 1961; rev. 1965), is also authoritative. Reference may also be made, as a matter of choice, to M. Swanton, *The Anglo-Saxon Chronicles* (London, 2000), superseding his earlier translation. Since all of these offer translations of all versions, it is to be hoped (in the interests of simplicity) that, in a given case, one citation of a translation might be able to serve for all citations of text.

A first reference and subsequent references to the 'Annals of St Neots' would be as follows:

*The Annals of St Neots with Vita Prima Sancti Neoti*, ed. D. Dumville and M. Lapidge, AS Chronicle: a Collaborative Edition 17 (Cambridge, 1985), 00–0;  
*St Neots*, ed. Dumville and Lapidge, p. 000.

ANNEX VI  
REFERENCES TO CHARTERS, LAW-CODES AND COINS

**References to Anglo-Saxon charters**

1. As a general principle, an Anglo-Saxon charter should be cited by its number in P. Sawyer, *Anglo-Saxon Charters: an Annotated List and Bibliography*, Royal Historical Society Guides and Handbooks 8 (London, 1968), in the form indicated below. A revised edition of Sawyer's catalogue, known as the 'Revised Sawyer', is in course of preparation, under the auspices of the British Academy-Royal Historical Society Joint Committee on Anglo-Saxon Charters, and should be consulted in the version now available online as the 'Electronic Sawyer' <[www.esawyer.org.uk](http://www.esawyer.org.uk)>. In the fullness of time, a version of the 'Revised Sawyer' will be published in book form.

Charters and other documents should as a matter of principle be cited by their Sawyer number, e.g. S 876; and the best available edition should be cited in any detailed discussion of a particular text, e.g. S 89 (BCS 154), S 1036 (KCD 813), and S 876 (*Abing* 124). A statement of abbreviations used in citation of charters should be made in a footnote at the earliest appropriate point in the article. (In cases where reference is made to a wide range of items, it might be preferable (for ease of use) to include a short Appendix explaining the abbreviations used.)

2. The multi-volume edition of Anglo-Saxon charters, published by the British Academy, has been in course of publication since 1973. About 20 volumes have been published so far; and when complete the series will comprise about 40 volumes, each containing the charters formerly preserved in the archives of a particular religious house (or group of houses). For further details of the British Academy project, see the 'Kemble' website <[www.kemble.asnc.cam.ac.uk](http://www.kemble.asnc.cam.ac.uk)>.

3. If a charter *has already appeared* in the new edition, the appropriate form of abbreviation should be used. If a charter is one *not yet covered* in the published volumes of the new edition, it should be cited by its number in the best of the earlier editions, e.g. in Birch's *Cartularium Saxonicum* (for charters dated before c. 975), or in Kemble's *Codex Diplomaticus* (for charters from the period 975–1066); and in such a case the 'archive' in which the charter is preserved should be specified, if possible.

4. If an article contains only one or two references to charters, a reference should be given in a footnote as follows:

<sup>000</sup> P. H. Sawyer, *Anglo-Saxon Charters: an Annotated List and Bibliography* (London, 1968), here cited from the 'Electronic Sawyer' ([www.esawyer.org.uk](http://www.esawyer.org.uk)), no. 876, ptd in *Charters of Abingdon Abbey*, ed. S. E. Kelly, AS Charters 7–8 (Oxford, 2000–1), no. 124.

<sup>000</sup> Sawyer, *Anglo-Saxon Charters*, no. 000, ptd in *Abingdon*, ed. Kelly, no. 000.

5. If, on the other hand, an article contains several references to charters, the system of reference is best explained in a footnote when first necessary (see example below; other works can be treated in the same spirit).

<sup>000</sup> Charters are cited below by their number in P. H. Sawyer, *Anglo-Saxon Charters: an Annotated List and Bibliography* (London, 1968), in its revised form available online as the 'Electronic Sawyer' ([www.esawyer.org.uk](http://www.esawyer.org.uk)), abbreviated S + number. Where possible, texts are cited from the editions published in the multi-volume British Academy series: *Charters of Abingdon Abbey*, ed. S. E. Kelly, 2 pts, AS Charters 7–8 (Oxford, 2000–1); *Charters of the New Minster, Winchester*, ed. S. Miller, AS Charters 9 (Oxford, 2001), using abbreviations for the archive (*Abing*, *WinchNM*), with number. Texts of charters not yet covered by the new edition are cited from earlier editions: J. M. Kemble, *Codex*

## Instructions for Contributors

*Diplomaticus Ævi Saxonici*, 6 vols. (London, 1839–48), and W. de G. Birch, *Cartularium Saxonicum*, 3 vols. (London, 1883–94), using the abbreviations KCD and BCS, with number.

A reference to a charter should be made in the form ‘S 876 (*Abing* 124)’, comprising the number of the charter in Sawyer’s catalogue followed in brackets by an abbreviated reference to the best available edition of the text. References to the *introductory material* or *commentary* in a modern edition should be made in a different way, using editor’s name + short title, thereby making it easier to cite and discuss as the editor’s own work, and giving credit where it is due. An example follows of a footnote citing a group of three charters, and some modern discussion.

<sup>000</sup> S 745 (*WinchNM* 23), S 876 (*Abing* 124), and S 891 (KCD 698, from the Old Minster, Winchester). For further discussion, see Miller, *New Minster*, pp. 105–11, and Kelly, *Abingdon*, p. 483.

### List of abbreviations for references to editions of charters

Volumes in the British Academy series:

<i>Abing</i>	<i>Charters of Abingdon Abbey</i> , ed. S. E. Kelly, 2 pts, AS Charters 7–8 (Oxford, 2000–1)
<i>Bath</i>	<i>Charters of Bath and Wells</i> , ed. S. E. Kelly, AS Charters 13 (Oxford, 2007)
<i>Burt</i>	<i>Charters of Burton Abbey</i> , ed. P. H. Sawyer, AS Charters 2 (Oxford, 1979)
<i>CantCC</i>	<i>Charters of Christ Church, Canterbury</i> , ed. N. Brooks and S. E. Kelly, 2 pts, AS Charters 17–18 (Oxford, 2013)
<i>CantStA</i>	<i>Charters of St Augustine’s Abbey, Canterbury</i> , ed. S. E. Kelly, AS Charters 4 (Oxford, 1995)
<i>LondStP</i>	<i>Charters of St Paul’s, London</i> , ed. S. E. Kelly, AS Charters 10 (Oxford, 2004)
<i>Malm</i>	<i>Charters of Malmesbury Abbey</i> , ed. S. E. Kelly, AS Charters 11 (Oxford, 2005)
<i>North</i>	<i>Charters of Northern Houses</i> , ed. D. Woodman, AS Charters 15 (Oxford, 2012)
<i>Pet</i>	<i>Charters of Peterborough</i> , ed. S. E. Kelly, AS Charters 14 (Oxford, 2009)
<i>Roch</i>	<i>Charters of Rochester</i> , ed. A. Campbell, AS Charters 1 (London, 1973)
<i>Sel</i>	<i>Charters of Selsey</i> , ed. S. E. Kelly, AS Charters 6 (Oxford, 1998)
<i>Shaft</i>	<i>Charters of Shaftesbury Abbey</i> , ed. S. E. Kelly, AS Charters 5 (Oxford, 1995)
<i>Sherb</i>	<i>Charters of Sherborne</i> , ed. M. A. O’Donovan, AS Charters 3 (Oxford, 1988)
<i>StAlb</i>	<i>Charters of St Albans Abbey</i> , ed. J. Crick, AS Charters 12 (Oxford, 2007)
<i>Wells</i>	<i>Charters of Bath and Wells</i> , ed. S. E. Kelly, AS Charters 13 (Oxford, 2007)
<i>WinchNM</i>	<i>Charters of the New Minster, Winchester</i> , ed. S. Miller, AS Charters 9 (Oxford, 2001)

Older editions where necessary:

KCD: J. M. Kemble, *Codex Diplomaticus Ævi Saxonici*, 6 vols. (London, 1839–48)

BCS: W. de G. Birch, *Cartularium Saxonicum*, 3 vols. (London, 1885–93)

*The Crawford Collection of Early Charters and Documents now in the Bodleian Library*, ed. A. S. Napier and W. H. Stevenson (Oxford, 1895) [hereafter *Crawford*]

*Select English Historical Documents*, ed. F. E. Harmer (Cambridge, 1914) [hereafter *SEHD*]

*Anglo-Saxon Wills*, ed. D. Whitelock (Cambridge, 1930) [hereafter *ASWills*];

*Anglo-Saxon Charters*, ed. A. J. Robertson, 2nd ed. (Cambridge, 1956) [hereafter *ASChart*]

F. E. Harmer, *Anglo-Saxon Writs* (Manchester, 1952) [hereafter *ASWrits*];

Facsimiles of Anglo-Saxon charters preserved in their original single-sheet form are available online on the ‘Kemble’ website ([www.kemble.asnc.cam.uk](http://www.kemble.asnc.cam.uk)). Reference can also or alternatively be made to the three facsimile editions:

E. A. Bond, *Facsimiles of Ancient Charters in the British Museum*, 4 vols. (London, 1873–8) [hereafter *BMFacs*];

W. B. Sanders, *Facsimiles of Anglo-Saxon Manuscripts*, 3 vols. (Southampton, 1878–84) [hereafter *OSFacs*];

*Facsimiles of Anglo-Saxon Charters*, ed. S. Keynes, AS Charters, Supplementary Series 1 (Oxford, 1991) [hereafter *BAFacs*];

In cases where reference is made to a wide range of items, it might be preferable (for ease of use) to include a short Appendix explaining the abbreviations used. It might also be possible to refer for explanation to a document in the ‘Kemble’ website, or to these instructions as published on the *ASE* website.

Citation of annals in the various surviving manuscripts known collectively as the *Anglo-Saxon Chronicle* is unavoidably complicated. For further guidance, see **Annex VI**. The basic form for a reference is intended to be as follows: *ASC* 904 A (ed. Bately, p. 62; trans. Whitelock, pp. 59–60); though it is not always possible to achieve such clarity and simplicity. (In cases where reference is made to a wide range of items, it might be preferable (for ease of use) to include a short Appendix explaining the abbreviations used.)

### **References to Anglo-Saxon law-codes**

The standard edition remains Felix Liebermann, *Die Gesetze der Angelsachsen*, 3 vols. (Halle, 1903–16), which is available online at the ‘Early English Laws’ website ([www.earlyenglishlaws.ac.uk/laws/texts/](http://www.earlyenglishlaws.ac.uk/laws/texts/)). The ‘main’ law-codes should be cited by what has become (for better or worse) the standard system, using labels (e.g. I Edgar) for each text. Alfred-Ine is best cited from Liebermann, whose (shorter) abbreviations are, however, to be avoided; other codes can be cited from Liebermann, or from F. L. Attenborough, *The Laws of the Earliest English Kings* (Cambridge, 1922), and A. J. Robertson, *The Laws of the Kings of England from Edmund to Henry I* (Cambridge, 1925). The stylesheet requires translation, which should be one’s own, or cited for example from Attenborough, Robertson, *EHD*, or *Councils & Synods* (below).

If an article contains several references to law-codes, the system of reference is best explained in a footnote when first necessary, using Liebermann;

The suggested format for a reference to a law-code is as follows:

Alfred-Ine (*Gesetze* I, 16–123).

III Æthelstan (ed. Attenborough, pp. 142–6);

IV Edgar, c. 15 (ed. Robertson, p. 38).

### ***Councils and Synods***

Another complex matter, in which it helps to explain:

*Councils and Ecclesiastical Documents Relating to Great Britain and Ireland*, ed. A. W. Haddan and W. Stubbs, 3 vols. (Oxford, 1869–78) III [covering the Anglo-Saxon church from 590 to 870], hereafter *Councils 590–870*;

The proem to the *Regularis Concordia*, in *Councils & Synods with other Documents Relating to the English Church*, I: *A.D. 871–1204*, ed. D. Whitelock, M. Brett and C. N. L. Brooke, 2 vols. (Oxford, 1981), pt 1: *871–1066* [ed. Whitelock], pp. 133–41 (no. 32).

'King Edgar's Establishment of Monasteries', *Councils & Synods*, ed. Whitelock, pp. 142–54 (no. 33).

Wormald's *Making of English Law*.

P. Wormald, *The Making of English Law: King Alfred to the Twelfth Century*, I: *Legislation and its Limits* (Oxford, 1999), p. 50 [a special case, since the first volume has its own title, and the second volume, which also had its own title, was never published]

Wormald, *Making of English Law*, p. 000.

### References to Anglo-Saxon coins

Descriptive names of coin-types should normally be presented in italics (e.g. Alfred the Great's *Cross and Lozenge* type; Æthelred II's *Last Small Cross* type). In referring to a specific coin, it is desirable to provide (in a footnote) reference to its current location (if known), including any current museum reference number, together with reference to a detailed and illustrated publication. Weight and other relevant physical details should be given in brackets after the first reference to the coin:

Early Anglo-Saxon gold *solidus* (4.14 grams; pierced): Cambridge, Fitzwilliam Museum (CM.EM.5-R); *MEC* 1, no. 665

The 'Offa dinar' (4.28 grams): London, British Museum (BM 1913 13-1); D. Chick, *The Coinage of Offa and His Contemporaries*, ed. M. Blackburn and R. Naismith, BNS Special Publication 6 (London, 2010), no. 1a

The 'Coenwulf mancus' (4.33 grams): London, British Museum (BM 2006 2-4-1); R. Naismith, *The Coinage of Southern England*, 2 vols., BNS Special Publication 8 (London, 2011), no. G2a)

'Pointed Helmet' penny of Æthelred II (0.77 grams; broken): Bergen, University Museum (dep. at Oslo, University of Oslo, Coin Cabinet); SCBI 65, 1096

*Agnus Dei* penny of Æthelred II (1.52 grams; edge bent): Cambridge, Fitzwilliam Museum (CM.1-2009); S. Keynes and R. Naismith, 'The *Agnus Dei* Pennies of King Æthelred the Unready', *ASE* 40 (2011), 175–223, no. 6

The Sylloge of Coins of the British Isles (SCBI) is the ideal source to cite for a good example of a well-known type (volumes with particularly good coverage include 1, 2, 20, 36, 42 and 65, and all down to vol. 50 may be consulted electronically at:

[www.fitzmuseum.cam.ac.uk/dept/coins/emc/](http://www.fitzmuseum.cam.ac.uk/dept/coins/emc/))

The series also normally permits reproduction of its illustrations for academic purposes, subject to consultation with the General Editor.

Publications covering specific chronological portions of the coinage include:

Early Anglo-Saxon coinage (to c. 750): D. M. Metcalf, *Thrymsas and Sceattas in the Ashmolean Museum*, Oxford, 3 vols. (London, 1993–4)

Southern English coinage of Offa and his contemporaries: D. Chick, *The Coinage of Offa and His Contemporaries*, ed. M. Blackburn and R. Naismith, BNS Special Publication 6 (London, 2010)

Southern English coinage of the period 796–865: R. Naismith, *The Coinage of Southern England*, 2 vols., BNS Special Publication 8 (London, 2011)

English coinage of the period 899–c. 973: C. E. Blunt, B. H. I. H. Stewart and C. S. S. Lyon, *Coinage in Tenth-Century England, from Edward the Elder to Edgar's Reform* (Oxford, 1989)

The Reform coinage of Edgar, Edward the Martyr and Æthelred II: K. Jonsson, *The New Era: the Reformation of the Late Anglo-Saxon Coinage*, *Commentationes de nummis saeculorum IX–XI in Suecia repertis. Nova series* 1 (Stockholm, 1987)

Major institutional collections commonly cited include:

*Instructions for Contributors*

Cambridge, Fitzwilliam Museum: P. Grierson and M. A. S. Blackburn, *Medieval European Coinage, with a Catalogue of the Coins in the Fitzwilliam Museum, Cambridge, vol. I: the Early Middle Ages (5th–10th Centuries)* (Cambridge, 1986) (MEC)

London, British Museum: C. F. Keary, *A Catalogue of English Coins in the British Museum: Anglo-Saxon Series, vol. I* (London, 1887); H. A. Grueber and C. F. Keary, *A Catalogue of English Coins in the British Museum: Anglo-Saxon Series, vol. II (Wessex and England to the Norman Conquest)* (London, 1893) – though many acquisitions have been published subsequently, either in a series of articles (G. C. Brooke, ‘Anglo-Saxon Acquisitions of the British Museum’, *NC*<sup>5</sup> 2 (1922), 214–44; G. C. Brooke, ‘Anglo-Saxon Acquisitions of the British Museum. II’, *NC*<sup>5</sup> 3 (1923), 243–59; G. C. Brooke, ‘Anglo-Saxon Acquisitions of the British Museum. III’, *NC*<sup>5</sup> 4 (1924), 86–95; G. C. Brooke, ‘Anglo-Saxon Acquisitions of the British Museum. IV’, *NC*<sup>5</sup> 4 (1924), 239–53; G. C. Brooke, ‘Anglo-Saxon Acquisitions of the British Museum. V’, *NC*<sup>5</sup> 5 (1925), 343–65 [all conventionally cited as ‘BMA’]) or in other standalone publications (e.g. SCBI 34 and 63)

Stockholm, Royal Coin Cabinet (systematic collection): B. E. Hildebrand, *Anglosachsiska Mynt i Svenska Kongliga Myntkabinettet Funna i Sveriges Jord*, 2nd ed. (Stockholm, 1881)

Swedish hoard material: CNS: *Corpus nummorum saeculorum IX–XI qui in Suecia reperti sunt*, 9 vols. (Stockholm, 1975–)

## ANNEX VII PROVISION OF FILES FOR ILLUSTRATIONS

Guidance provided by the Production Team at the Cambridge University Press

### *General Figure Guidelines*

- All figures should be supplied as separate files. Please do not embed the figures in the text of MS Word or other word processing files.
- Please ensure that the material you submit is of the best possible quality.
- Resolution: Colour and halftone (black and white) images must be saved at 300dpi at approximately the final size. If you are unsure of the final size, please save at a higher resolution to allow for resizing. Line drawings should be saved at 1200dpi.
- If in any doubt, submit the source files that were used to create your figures.

TIFF, EPS or PDF format for figures/plates. The preferred minimum resolutions for submission of electronic artwork are:

Halftones/photographic images: 300 dpi

Line artwork or combination of line+halftone: 600 dpi

Bitmap: 1200dpi

Where necessary, contributors may need to specify scale and/or original dimensions.

### *Permission*

It is the responsibility of the contributor to have obtained permission for the reproduction of an image from the authority holding the copyright, and to supply us with the names of any such authority so that appropriate acknowledgement can be included in the publication.

### *Suitable file formats*

We would prefer it if you could submit your figures in the following formats:

- Line illustrations (such as line drawings, graphs and charts) should be provided in TIFF (.tif) or vector EPS (.eps) format. Wherever possible, always supply the original rather than a copy scanned from the original artwork.
- Photographs should be provided in TIFF (.tif) format. If you cannot supply TIFF, we can accept images provided in JPEG (JPG/.jpg) format. For resolution requirements see below.

### *Unsuitable file formats*

If you wish to submit figures in the format in which they were created, such as Adobe Illustrator, Adobe PhotoShop or CorelDraw, then you may as a last resort. In some cases the appearance, layout and fonts may change when opened in different versions of software or on different computers, which is why it is better if you can provide final TIFF, EPS or JPEG formats. Note that some software packages are generally NOT suitable for conversion to print reproduction, and these include:

- Microsoft PowerPoint files
- Images created in Microsoft Word
- GIFF images downloaded from the web

### *Sizing*

It is best to provide your figures in the same size or larger than they will be reproduced in the printed journal. If the originals you supply are smaller in size than they will appear in the journal, they may lose some clarity and detail when enlarged.

In particular, photographs that have already been scanned will tend to look pixelated, and line drawings will lose their sharpness.

*Line illustrations*

- Please provide the original file in either TIFF format, saved at 1200 dpi (dots per inch), or vector EPS format, at the correct size for reproduction in the journal.
- In line drawings, do not use line weights that will be less than 0.5 points at final size. Although line weights of less than this will show up on your computer screen and laser print-out they may not appear when printed.
- Please set figure labels in 9pt Arial, Helvetica or a similar sans-serif font. Labels should be set in lower case with an initial capital (e.g. 'Energy levels').
- Maths labels should be typed exactly as they appear in the text. For example if a symbol appears in italic in the text or equation, it should also appear in italic in the figure.
- All fonts should be embedded.
- Common packages such as Adobe Illustrator have options which allow you to output to TIFF or EPS, and we would prefer it if you could supply your files in this format.

*Black and white illustrations*

- Prepare all black and white illustrations in black and white or greyscale rather than colour.
- If you wish to use shading to differentiate areas on the figure, please check your software to see if there are options such as patterns, textures or a range of tones (tints) within black.
- The range of tones (tints) in greyscale illustrations should not be less than 15%, and not more than 85%. When creating a scale or using different densities to highlight areas in the illustration, it is best to use increments of 15 or 20%. Any increments of less than this may be hard to differentiate on the printed page.

*Colour illustrations*

- Colour illustrations must be saved in CMYK (not RGB).

*Photographs*

- Please supply the original file in TIFF format, saved at a minimum resolution of 300 dpi at the correct size for reproduction in the journal. If a TIFF format file is not available, please provide a JPEG file. If the images are only available in a different format, please provide a sample for approval.
- Do not submit colour images for conversion to black and white if you can avoid it. When converted there may be a loss of contrast and detail. Details that appear quite obvious in a colour image may merge into the background when printed in black and white. Colour scale bars may not be so easy to differentiate when converted to black and white.

*Photographs taken with a digital camera*

- Most digital cameras produce JPEG images as their standard format, but some can be set to TIFF. If your camera can be set to produce TIFF format, please select this option when taking photographs. If your camera does not allow TIFF as a setting, please set it to produce the highest resolution JPEG possible. Save the images immediately to TIFF when they have been downloaded from the

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- Images downloaded from the internet tend to be ‘low resolution’, that is 72 or 96 dpi. This means that they will not provide adequate quality when printed in a book. If you wish to use an image which appears on a website, please contact the site’s administrator, or the creator of the image, and obtain a copy of the high resolution original. Bear in mind that problems of copyright may arise.

*Scanning*

- If you are providing scanned copies of the original image, please make sure that you scan at a minimum resolution of 300 dpi, at the size (or larger than) they will be reproduced.
- If you wish to reuse an illustration or photograph from a printed book, it is better to obtain the original artwork than to scan from the printed copy. As photographs which appear in printed books have been scanned once already, if you scan them again there will be an unavoidable loss of detail. Similarly, if you scan an illustration from a printed book, it may result in the loss of sharpness in lines and poor definition of tints.
- Please note that a high resolution scan of a low resolution original will not improve the quality in any way.

*Figure captions*

- Please supply captions in a separate file to the text and figures. The caption file(s) should contain text only; any graphic key, scale or legend which is part of the image should be supplied as part of the figure file.
- In the text of your book, please provide a citation or indicate approximately where each figure should appear, for example 'See Figure 5.2' or 'Place photograph of author Robert Jones here'. We will try to place your figures as close as possible to their citations in the text, but please note that because of the limitations of page layout, it may not always be possible.

**A final request - please:**

- Do not embed figures in the text; each figure must be saved as a separate file.
- Do not supply figures in PowerPoint or Word. Nearly all figure files in these formats are low resolution (less than 300 dpi) and the quality will lessen each time work is carried out on the file.
- Do not supply PDF files as origins – this format cannot be manipulated and the quality of the image will deteriorate if it has to be resized.
- Do not submit low-resolution files such as those copied from the internet.

EPILOGUE  
A SHORT HISTORY OF *ANGLO-SAXON ENGLAND*  
WITH A CONSPECTUS OF VOLS. 1–43

The origins of *Anglo-Saxon England* can be traced back to early 1969, when plans were being laid, in Toronto, for an ‘Old English Yearbook’, and, in Cambridge, for a more widely ranging journal covering all aspects of Anglo-Saxon studies. The documentation begins with a letter from John Leyerle (Director, Centre for Medieval Studies, University of Toronto) to Peter Clemoes (Emmanuel College, Cambridge), dated 12 May 1969, and a reply from PAMC to Leyerle, dated 2 July 1969 (both preserved in the *ASE* editorial archive). There were some complications thereafter; but the negotiations continued. On 12 November 1969, within weeks of his taking up office as Elrington and Bosworth Professor of Anglo-Saxon, in Cambridge, Clemoes submitted a formal proposal to the Cambridge University Press for the publication of a new periodical embracing all aspects of the ‘civilization of England before the Norman Conquest’, with an editorial board drawn from across all countries where Anglo-Saxon studies were pursued. The proposal was accepted in December 1969, and contributions were invited for the first volume, to be published in the spring of 1972. In a letter to R. R. Darlington, dated 30 July 1971, Professor Dorothy Whitelock remarked on the impending publication of the first volume (which began with her article on ‘The pre-Viking age church in East Anglia’): ‘The title will annoy Doris [Lady Stenton], but I had nothing to do with it; she thinks ‘Anglo-Saxon England’ must be used only for Sir Frank’s book.’ From its first appearance, in 1972, *ASE* has identified itself as an annual publication ‘drawing together the many strands that go to make up Anglo-Saxon studies’. Articles have ranged across the different but complementary disciplines which comprise the field (Old English language and literature, Insular Latin language and literature, history, archaeology, numismatics, palaeography, place-names, art-history, *etc.*).

The journal’s motto or strap-line (‘Here one can still see their track’) is taken from King Alfred’s preface to the Old English translation of Pope Gregory’s *Cura pastoralis*. From the outset, the journal has also carried on its front cover a representation of the obverse of Alfred’s ‘London Monogram’ penny. For many years (from 1972 to 1998) it was stated in each volume that the penny ‘was issued to celebrate King Alfred’s occupation and fortification of London in 886’; but from vol. 28, published in 1999 (the millennium of Alfred’s death), the wording was altered to indicate that the London Monogram type was ‘issued at London in the early 880s, reflecting Alfred’s assumption of political control over the city’.

**The *ASE* stylesheet.** The conventions set out in this style sheet originated in the early 1970s, and were developed in the late 1970s and early 1980s under instruction from Professor Peter Clemoes and in the light of experience communicated by the journal’s copy editors. Thirty years later there is no longer a need to insist on clear mark-up of special characters, adequate margins, strong ribbon copies, and legible carbon copies; but there remains a need to explain some of the basic principles in order to achieve accuracy, consistency, and effectiveness for scholarly purposes, across all contributions within a volume and from one volume to the next. Some modifications reflect the advance of scholarship in the fields represented by this journal; it has become necessary at the same time to set out the practices to be followed by contributors in preparing and submitting their articles in electronic form, in the use and citation of online and other electronic resources, in the provision of digital

images, and in the correction of proofs. The editors express their thanks to the production team at the Cambridge University Press, and to Clare Orchard, Debby Banham and Brittany Schorn for their support in every respect.

**Bibliography.** The first 40 volumes of the journal incorporated an annual bibliography, which over the years increased in average length from about 30 pages to about 125 pages; if reprinted, the bibliographies would cover about 2,500 pages (1971–2010). Some years ago the references in the bibliographies were converted into an electronic database; more recently, the bibliography began to be produced in this way. An cumulative bibliography, published online by the CUP, in continued association with the journal (in its print and online forms), will be launched at ISAS Glasgow 2015, for further development hereafter.

**Online publication.** PDF files of the separate contributions in all volumes (back to the first), including the annual bibliographies and indexes as well as the articles, can be viewed and downloaded (within subscribing institutions) via ‘Cambridge Journals Online’:

<<http://journals.cambridge.org/ase>>

The same website also offers a ‘Most Downloaded’ button, which shows the top ten ‘most-read’ articles for the previous year, updated on a monthly basis.

### *Conspectus of ASE, vols. 1–43*

#### *ed. Clemoes*

- 1 (1972): editor’s preface, pp. ix–xi; pp. 1–307 articles; pp. 309–32 bib 71
- 2 (1973): pp. 1–302 articles; pp. 303–33 bib 72
- 3 (1974): pp. 1–231 articles; pp. 233–70 bib 73
- 4 (1975): pp. 1–221 articles; pp. 223–62 bib 74
- 5 (1976): editor’s preface, p. ix; pp. 1–243 articles; pp. 245–80 bib 75; **INDEX** vols. 1–5
- 6 (1977): pp. 1–265 articles; pp. 267–316 bib 76
- 7 (1978): pp. 1–266 articles; pp. 267–303 bib 77
- 8 (1979): pp. 1–333 articles; pp. 335–76 bib 78
- 9 (1981 [for 1980]): pp. 1–280 articles; pp. 281–318 bib 79
- 10 (1982 [for 1981]): pp. 1–244 articles; pp. 245–84 bib 80; **INDEX** vols. 6–10
- 11 (1983 [for 1982]): pp. 1–274 articles; pp. 275–335 bib 81

#### *ed. Clemoes, with Keynes & Lapidge*

- 12 (1983): pp. 1–275 articles; pp. 277–329 bib 82
- 13 (1984): **ISAS 83 Brussels & Ghent**; pp. 7–268 articles; pp. 269–321 bib 83; + adverts
- 14 (1985): pp. 1–317 articles; pp. 319–68 bib 84; + adverts
- 15 (1986): **ISAS 85 Cambridge**; pp. 5–204 articles; pp. 205–53 bib 85; **INDEX** vols. 11–15
- 16 (1987): pp. 1–308 articles; pp. 309–55 bib 86
- 17 (1988): **ISAS 87 Toronto**; pp. 5–281 articles; pp. 283–335 bib 87
- 18 (1989): pp. 1–243 articles; pp. 245–92 bib 88

#### *ed. Lapidge, with Godden & Keynes*

- 19 (1990): **ISAS 89 Durham**; pp. 5–246 articles; pp. 247–88 bib 89
- 20 (1991): pp. 1–229 articles; pp. 231–79 bib 90; **INDEX** vols. 16–20
- 21 (1992): **ISAS 91 Stony Brook NY**; pp. 5–264 articles; pp. 265–315 bib 91
- 22 (1993): pp. 1–279 articles; pp. 281–325 bib 92
- 23 (1994): **ISAS 93 Oxford**; pp. 5–289 articles; pp. 291–333 bib 93
- 24 (1995): pp. 1–308 articles; pp. 309–58 bib 94
- 25 (1996): **ISAS 95 Stanford**; pp. 7–232 articles; pp. 233–82 bib 95; **INDEX** vols. 21–5
- 26 (1997): pp. 1–263 articles; pp. 265–315 bib 96
- 27 (1998): **ISAS 97 Palermo**; pp. 5–294 articles; pp. 295–344 bib 97

## Instructions for Contributors

- 28 (1999): pp. 1–356 articles; pp. 357–428 bib 98  
29 (2000): [ISAS 99 Notre Dame](#); pp. 5–296 articles; pp. 297–358 bib 99  
30 (2001): pp. 1–245 articles; pp. 247–314 bib 00; INDEX vols. 26–30  
31 (2002): [ISAS 01 Helsinki](#); pp. 7–273 articles; pp. 275–368 bib 01  
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