

Manuscript Preparation Guidelines

Abstract

Please provide an abstract of 300 words or fewer followed by the major keywords summarizing the article.

Keywords

Immediately after the abstract provide a maximum of 8 keywords; keywords should be separated by a semi-colon [;].

Main Text

Articles should be no longer than 10,000 words.

The journal uses US spelling; however, authors may submit using either option.

For the main text use Times New Roman (12 pt, single spacing, justified), and for footnotes Times New Roman (10 pt, single spacing, justified).

Avoid bold lettering; where necessary, use italics to emphasize.

Tables, images, diagrams, figures etc. should be uploaded as separate supplementary files. Authors are advised to convert such material to .jpg image format. The exact location where additional material should be inserted should be mentioned in brackets, e. g. [Figure 1].

Abbreviations: In general, terms should not be abbreviated unless necessary. In such a case initially use the word in full, followed by the abbreviation in parentheses. Thereafter use the abbreviation only.

Numbers: numbers under 10 are spelt out, except for measurements with a unit (10 km²) and age (10 years old).

References

Footnotes and Reference list should be prepared according to [Chicago Manual of Style / Notes and Bibliography](#) standard. This means:

- References appear in footnotes and not as in-text citations.
- The List of References at the end of the paper should be prepared accordingly.
- Provide DOI numbers for each item when available; in the References list, as well as when it first appears in the footnotes (not if repeated).

Conatus · Journal of Philosophy

Applied Philosophy Research Laboratory · National and Kapodistrian University of Athens
School of Philosophy, University Campus, 17503 Zografos, Athens, Greece
conatus@philosophy.uoa.gr, www.conatus.philosophy.uoa.gr

Detailed Punctuation Guidelines

1. In general, all **punctuation** precedes closing quotation marks:

- "...and justice for all."
- "...and justice for all,"
- "...and justice for all;"
- "...and justice for all?"

except in the case of colons:

- "...and justice for all":

2. **References** are numbered in consecutive order in the text. Use superscript arabic numerals to cite material. Avoid references in the abstract, unless unavoidable.

3. **Superscript numbers** are inserted following punctuation and quotation marks:

- "...and justice for all."⁵
- ...and justice for all.⁵
- ...and justice for all,⁵
- ...and justice for all;⁵
- ...and justice for all?⁵

except in the case of colons and dashes:

- ...and justice for all⁵:
- "...and justice for all"⁵:
- and justice for all⁵ –

4. **Capitalization**. The title of each work cited in the footnotes as well as in the References, but also mentioned in-text, should be capitalized as follows:

- a. Capitalize the first word of each title.
- b. Capitalize all nouns, verbs, adjectives, and proper nouns.
- c. Lowercase articles, conjunctions, and prepositions (unless first words in the title).

5. **Dashes and hyphens**

a. Use the **en-dash** (short, no space before and after) only to denote range:

- 1850-1890
- The New York-Athens flight

b. Use the **em-dash** (longer, space before and after) in all other cases:

- He was available – and also willing – to participate.

c. Use **hyphens** (exactly like the en-dash, short, no space before or after) only to compound words:

- in-text citations
- step-by-step

Conatus · Journal of Philosophy

Applied Philosophy Research Laboratory · National and Kapodistrian University of Athens
School of Philosophy, University Campus, 17503 Zografos, Athens, Greece
conatus@philosophy.uoa.gr, www.conatus.philosophy.uoa.gr