

ECTIL/ETL

Style and Citation Guidelines

- 1 In footnote citations (but not in the text) authors' names should be given in italics. Given names should be indicated by initials, not written in full.
- 2 In footnote citations titles of books, journals and articles should be in neither italics nor inverted commas. In the case of books, the year of publication should be given in brackets but it is not normally necessary to provide details of the publisher and place of publication. These details should however be provided for books that may otherwise be difficult to find in print (eg books in scripts other than Latin). Titles should be given in the original language, but a translation of the title may be appended in square brackets if thought useful; this will not normally be necessary for titles in French or German.
- 3 On first citation, the full name and (in brackets) abbreviation of journals, law reports, etc, should be provided, but the abbreviation alone on subsequent citations. Example: Journal of European Tort Law (JETL).
- 4 Examples:
 - [Authored book] *H Koziol*, *Adventures in Tort Law* (2nd edn 2004) 55 ff; in subsequent footnotes: *Koziol* (fn 5) 67 ff.
 - [Co-authored book] *E Karner/K Oliphant*, *Tort Law Treats* (2008) 61 ff; in subsequent footnotes: *Karner/Oliphant* (fn 10) 103 ff.
 - [Chapter in edited book] *C Wendehorst*, *Torts and Thrills*, in: BA Koch/H Koziol (eds), *Enjoying European Tort Law* (2008); in subsequent footnotes: *Wendehorst* (fn 17) 73 ff. [Use page number only for pinpoint reference within the chapter.]
 - [Journal Article] *M Hinteregger*, *New Tort Law Adventure* (2010) 1 JETL 505. Subsequent citation: *Hinteregger* (2010) 1 JETL 505, 515. [Use starting page and pinpoint-reference]

If more than one work is cited for the same author, a short title should be added, as in the following example:

- *Koziol*, *Adventures* (fn 5).
- 5 Commentaries and comparable works of long standing and high authority may be cited in the abbreviated form that is standard in their jurisdiction, as in the following examples.
 - First citation: *G Schiemann* in: J von Staudinger, *Kommentar zum Bürgerlichen Gesetzbuch* (2005) Vor § 249 no 43 ff. Subsequent citation: *Staudinger/Schiemann* (fn 5) § 254 nos 111 and 129.
 - First citation: *WVH Rogers*, *Winfield & Jolowicz on Tort* (17th edn 2006) para 14-3. Subsequent citation: *Winfield & Jolowicz* (fn 6) para 17-10.

- 6 Citation of decided cases, law reports and journal articles should normally follow the conventions of the place of publication. For English publications, guidance may be found in the Oxford Standard Citation rules (click [here](#)), except where these conflict with other guidelines here (see eg 1 above). Case numbers and/or dates should be supplied if this would facilitate searching in online databases. Authorial discretion should be used to make sure that the citation style(s) is logical and makes sense in the context of the submitted article, even if this means departing from the place of publication rule.
- 7 ECTIL and ETL have a minimalist approach to punctuation, with full stops only at the end of sentences and footnotes, and not in acronyms or abbreviations.
- 8 Headings should follow the following format: I II III, A B C, 1) 2) 3), a) b) c). In general, there should be no more than four heading levels.
- 9 Single inverted commas ('like this') should be used except for quotations within a quotation, when double inverted commas ("like this") should be used.
- 10 Terms in languages other than English should be explained in English when used for the first time (eg names of statutes, courts). Such terms should be italicised in the text, but not in footnote citations.
- 11 Figures should be cited in the following format: € 700,000.10 (ie seven hundred thousand euro and ten cents). The € sign goes before the figure.
- 12 Dates should be cited in the following format: 31 March 2010.
- 13 In the footnotes and in citations in the text, please use the following abbreviations:

approx	approximately
article(s)	art(s)
CFI	European Court of First Instance
chapter(s)	ch(s)
col	column
comment	cmt
compare	cf
CJEU	Court of Justice of the European Union
ECHR	European Convention on Human Rights
ECTHR	European Court of Human Rights
edition	edn
editor(s)	ed(s)
et alii	et al
euro	€
and the following page	f
and the following pages	ff
footnote(s)	fn(s)
for example	eg
ibidem	ibid
id est	ie

idem/eadem	id/ead
Limited	Ltd
litera	lit
marginal number(s)	no(s)
page (pages)	p (pp)
paragraph(s)	§ 1295; §§ 1295-1297; § 1295 ff; <i>or</i>
paragraph(s)	para(s)
reference(s)	ref(s)
regulation	reg(s)
section(s)	sec(s)
sentence(s)	sent(s)
subparagraph(s)	subpara(s)
subsection(s)	subsec(s)
versus	v
volume	vol

If other abbreviations are used, the full text should be given on first citation, followed by the abbreviation in brackets.

- 14 For the insertion of footnotes the automatic footnote system is to be used. Footnotes should be inserted after, not before, punctuation. Each footnote should be completed with a full stop.
- 15 If the author's institutional affiliation and/or personal thanks are to be included, this should be in an initial asterisked footnote and not in footnote 1.

Ken Oliphant
31 May 2013