

ATLANTIS CHECKLIST

Please tick the boxes after making sure you have complied with all formal requirements. You can find the *Atlantis* guidelines at the website:

<http://www.atlantisjournal.org/index.php/atlantis/about/submissions#authorGuidelines>

When you have finished, date and sign a printout of this form and upload it as as supplementary file in step 4 of the submission process.

- ☒ 1. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
- ☒ 2. The submission is the result of the author's / authors' own personal research and nobody else has been involved, other than the author(s).
- ☒ 3. Both personal data and a bio-note of approx. 60 words have been provided in a separate file.
- ☒ 4. If submitting to a peer-reviewed section of the journal, the instructions in Ensuring a Blind Review have been followed.
- ☒ 5. The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, special attention has been given to the following:
 - ☒ 5.1. The text is within the word limit set for articles, book reviews or interviews (see §1.4).
 - ☒ 5.2. The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
 - ☒ 5.3. An abstract has been included of 100 to 200 words in a single paragraph, without bibliographical references in parenthetical form. Just below the abstract, a list of six key words in English is given (§1.1).
 - ☒ 5.4. A Spanish translation or equivalent of the title, abstract and key words have been provided (§1.3).
 - ☒ 5.5. Ellipses have been consistently signalled within quotations with three spaced periods (without brackets) (§2.12).
 - ☒ 5.6. All quotations of not more than two lines of poetry or 75 words of prose have been enclosed in double quotation marks and run on as part of the text (§2.11). Quotations exceeding these limits have been separated from the context, indented and not enclosed in quotation marks.
 - ☒ 5.7. Double quotation marks have been used for quotations run on as part of the text, even if they consist of only one word; single quotation marks have been used for quotations within quotations, and double quotation marks for quotations within indented quotations. The Guidelines have been consulted for other uses of single quotation marks and the text has been adjusted accordingly. Scare quotes have not been used or have been used only exceptionally (§2.9).
 - ☒ 5.8. Commas and periods have always been placed immediately before closing quotation marks, unless a parenthetical reference intervenes (§2.4). This rule has been applied even for quotations of a single word.
 - ☒ 5.9. Bibliographical references have always been given parenthetically, not in footnotes (§2.14).Footnotes have been limited to authorial commentary and are used sparingly (§2.14). When explanatory footnotes do occur, their numbers have been placed in superscript in the body of the text and after all punctuation marks, including parenthesis and quotation marks (§2.14).
 - ☒ 5.10. All cited material has been included in the list of Works Cited and the entries conform to the *Atlantis* reference system. Latin reference tags have not been used in bibliographical citations (*op cit.*, *ibidem*, etc.) (§3).

Date: 25th April 2015

Signature: _____