

## REFERENCE GUIDE

### I. IN-TEXT CITATIONS

Please use the author-date system: (Ivanov 2017a: 12); (Ivanova and Petrova 2005: 13–65); (Ivanov, Petrov et al. 2003).

Do not italicize 'et al.'

Do not use *ibid.*, *op. cit.*, *infra.*, *supra*. Instead, show the subsequent citation of the same source in the same way as the first.

1. *If the author's name is used as part of the text, follow with the publication's year in parentheses.*

... as Ivan Jackson (2013) claims, art is in crisis.

2. *At first mention, provide full names of authors and researchers; refer to them using their surname in all other instances.*

... as Ivan Jackson (2013) claims, art is in crisis. According to Jackson (2013), it all started...

3. *If author's name is not mentioned in the text, insert their surname and the publication's year into parentheses. No comma is required.*

Some authors (Jackson 2013) have argued that...

4. *Where appropriate, the page number follows the year, separated by a colon.*

As argued by Nina Suverin (2019: 194–195), ...

5. *Where there are two authors, give both names. Use 'and' rather than '&' between the names of the authors.*

Some authors (Ivanov and Petrova 2005: 295) have argued that...

6. *When referencing works with three authors for the first time, please provide their names in parentheses. For further mentions, use the name of the first author and 'et al.'*

It has been argued (Ivanova, Petrova and Sidorova 2010) that... According to the authors (Ivanova et al. 2010), ...

7. *When referencing works with more than three authors for the first time, please provide the names of the first author and 'et al.'. For further mentions, use the name of the first author and 'et al.': (Ivanova et al. 2019).*

It has been argued (Ivanova et al. 2019) that...  
According to the authors (Ivanova et al. 2019), ...

8. *If there is more than one reference to the same author and year, insert a, b, c etc. in both the text and the bibliography list:*

It has been argued (Jackson 2013a, 2013b) that...

9. *Separate a series of references with a semi-colon. Please order authors' names alphabetically, not in the order of the dates of publication.*

It has been argued (Ivanova and Petrova 2019; Jackson 2019; Zalinska 2018) that...

10. *If two or more references by the same author are cited together, separate the dates with a comma. Start with the oldest publication.*

It has been noted (Zalinska 2016, 2018, 2019) that...

11. *For an institutional authorship, supply the minimum citation from the beginning of the complete reference:*

According to a recent report (Levada Center 2018: 192–194), ...

12. *For sources where the authors cannot be identified, use the first three words of the title. Place them in single quotation marks.*

It has been proven that dogs make art ('New trends...' 2001).

13. *Citations from personal communications are referenced within the text, but are not included in the reference list. Use endnotes to provide full information about said communication, including the date, medium and content.*

According to Irena Zalinska (2019, personal communication<sup>1</sup>), ...

<sup>1</sup> *Example 1 of endnote:* Zalinska I (2019, December 13) Personal communication, face-to-face interview, art activism in Russia.

<sup>1</sup> *Example 2 of endnote:* Zalinska I (2019, December 13–20) Personal communication, e-mail interview, art activism in Russia.

14. *When cited in the text without the first name, last names containing de, van, von, De, Van, Von, de la, etc. should be written with capitals for De, Van, Von, De la, etc. When arranged alphabetically, de and van should be listed under D and V respectively.*

It has been argued (Van Dijk 2012) that...

Some authors (De la Rey 2012; Van Dijk 2002) that...

## II. REFERENCE LIST

Place the bibliography at the end of the submission, after all endnotes. List only sources cited in the submission, excluding personal communication sources. For personal communication sources, use endnotes. Use endnotes instead to provide full information regarding said communication, including the date, medium and content.

List all references in the alphabetical order (last names containing de, van, von, De, Van, Von, de la, etc. should be listed under D and V respectively). Use surnames (last names) of the authors and the first initial. In cases when there is more than one author with the same surname and initial, the use of two or three initials is permitted.

Transliterate and, in square brackets, translate non-Latin script references. Use the [Library of](#)

[Congress](#) transliteration system for words and terms in Cyrillic and other non-Latin alphabets.

Where several references have the same author(s), repeat the name(s) each time. The authors' names are separated with a semi-colon.

References in which the first-named author is the same should be listed as follows:

- a) Single-author references in year order;
- b) Two-author references in alphabetical order according to the second author's name;
- c) If two or more entries have the same date, they should be placed in alphabetical order of second (or third) author, and a, b, etc. must be inserted. For example:

Zavadski A (2012)  
Zavadski DN\*; Yurinov A (2012)  
Zavadski W (2002)  
Zavadski W (2005a)  
Zavadski W (2005b)  
Zavadski W; Andrews A (2003)  
Zavadski W; Browning P (2003)

1. *Book*

Ivanov I (2017) *Film and Art*. Cambridge, Cambridge University Press.

2. *Book chapter*

Ivanova M (2015) Art and no-art. In: Ivanova M and Petrov P (eds), *Essays on Contemporary Art*. London, Routledge: 12–29.

Abramov R (2019) Grani neformal'noi muzeefikatsii 'real'nogo sotsializma': materializatsiia nostal'gicheskogo affekta [Dimensions of informal museumification of 'real socialism': Materialization of nostalgic affect]. In: Zavadski A, Sklez V and Suverina K (eds), *Politika affekta: muzei kak prostranstvo publichnoi istorii* [Politics of Affect: Museum as a Public History Space]. Moscow, Novoe literaturnoe obozrenie: 274–298.

3. *Journal article*

Ivanov I (2017) When art stops being art. *Studies in Art*, 8(3): 2016–2028.

4. *Journal article published online first*

Ivanov I (2017) When art stops being art. *Studies in Art*, published online first. DOI: ...

5. *Website (indicate date of access in parentheses at the end of the reference)*

Ivanova M (2003, January 12) Kakoe kino? [What cinema?]. *Kinoglobus*, [www.kinoglobus.ru/13wgfwwkf](http://www.kinoglobus.ru/13wgfwwkf) (12.06.2014).

6. *Thesis/dissertation*

Ivanova M (2002) *Art as Lifestyle*. PhD Thesis, University of Atlantis, Neverland.

7. *Newspaper/magazine (for online media, follow point 5)*

\* If your name-brand contains a patronymic, a middle name or a middle initial, please provide its first letter, too, next to that of your first name. Do not separate the two initials with a space. E.g., present 'Andrew S. Brown (2010)' as 'Brown AS (2010)'.

Ivanova M (2003, January 12) Kakoe kino? [What cinema?]. *Cinema Today*, 11(145): 11–14.

8. *Conference paper*

Litvinenko A (2019, May 27) YouTube in authoritarian elections: Political videos during the 2018 presidential campaign in Russia. The 69th Annual ICA Conference: Communication Beyond Boundaries, 24–28 May, Washington, D.C., USA.

9. *Institutions and organizations*

Levada Center (2019, April 16) Dinamika otnosheniia k Stalinu [Stalin: Dynamics of attitude change]. Sociological survey, <https://www.levada.ru/2019/04/16/dinamika-otnosheniya-k-stalinu/> (10.12.2019).

10. *Sources without authors*

New trends in art and culture (2001, June 1) *The Guard*, [www.tg.com/art](http://www.tg.com/art) (12.05.2015).