

RHIZOMES STYLE SHEET

Once copyedited and sent to the technical editor, all articles are marked up using Rhizomes house style. To facilitate this process, please make use of the following recommendations:

- Use Word or similar processor. Do not send files in PDF format.
- Insert footnotes using the Word insert feature (rather than plain text).
- Do not format text or use non-default font styles. All these are stripped out in the course of marking up for delivery online. (Italics for emphasis are acceptable.)
- Do not use indents for paragraphing or blockquotes. Place a blank line between each paragraph; indicate blockquotes by writing BLOCKQUOTE and END BLOCKQUOTE in capital letters.
- Do not right- or full justify text, since this presents a problem for readers with cognitive/visual disabilities.
- Where images or other media items are to be placed, indicate by writing INSERT MEDIA and the filename, along with desired caption. Provide image/media files separately (do not embed them in the document).
- All articles should be accompanied by a 1-paragraph abstract, a 1-sentence description (for indexing), a list of 6-10 key terms, and a 1-2 paragraph author bio.
- Please include or designate an image as the "default" image that will show up in (e.g.) search previews and sharing services such as Facebook and Twitter. If none is provided, the Rhizomes header will appear.