

Style Sheet for authors preparing manuscripts for the Romanian Yearbook of International and European Law

PART I: LAYOUT

A. Headings and Subheadings

In order to clearly present these publications, it is useful to use a consistent system of headings. We would ask authors to use only three grades of headings, although up to five can be accommodated. The following hierarchy should be used (please do not use CAPITALS in headings):

I. Part One

A. First Subheading

1. Second Subheading

(a) Third subheading

i) Fourth subheading

B. Spelling

Spelling should follow the British English rules, as set out in the Oxford English Dictionary or the Concise Oxford Dictionary.

C. Use of Italics

Italics are to be used when citing cases (e.g., *Nottebohm* case) and titles of published books or periodicals (e.g., *Diplomatic Law: Commentary on the Vienna Convention on Diplomatic Relations, Romanian Yearbook of International and European Law*).

Furthermore, italics must be used when using foreign phrases, including Latin abbreviations or common expressions (e.g., *Cour de Cassation*, *a fortiori*, *per a contrario*) or when the author would like to emphasise certain aspects.

D. Abbreviations

Abbreviations should be followed by a full stop (e.g., Doc., No., Cf.).

This rule does not apply to acronyms (e.g., EU, UN, ILC, ILA), titles of periodicals or law reports (e.g., RYIEL, EJIL, CMLR). However, these acronyms should be introduced at their first mention in the text: Romanian Yearbook of International and European Law (RYIEL).

E. Punctuation

1. Quotations: double inverted commas should be used throughout; guillemets (e.g. “«.»”) being reserved for quotations within quotations.

If the quotation forms a complete sentence, the closing full stop should be inside the closing quotation mark. If not, it should be outside it.

Passages of more than five lines should be printed as a separate paragraph and indented without quotation marks. Style in quotations should be maintained. No changes should be made in order to bring them into line with the RYIEL style.

2. Omission of words in quotations: three full stops should be used to indicate an omission of words in a quotation, with a space either side. For example, ‘There is no suggestion in the present case ... that the father is in any way unfit to have access.’ However, where the sentence is complete the closing full stop is set close up followed by three full stops. For example, ‘We are only concerned here with the welfare of the child.... We uphold the appeal.’

3. Footnote numbers should be placed after the punctuation mark. E.g This was stated by the Court in *Nottebohm*.¹

4. Hyphens joining composite words should be short and with no space before or after the hyphen. M-dashes (i.e. long dashes) should be used as a punctuation device, with a space either side.

5. Parentheses: generally, authors should use single (parentheses) for all remarks and explanations in the text and in footnotes. However, [brackets] should be used in the following cases:

- For the year of law reports, e.g. [1987] ECR 855
- For modifications and explanatory remarks within quoted passages, e.g. The Court continued by stating that: ‘... [t]here is no suggestion in the present case that he [the father] is in any way unfit...
- {Braces} should be avoided as far as possible. They may, however, be retained if included in quoted passages. The same applies for » «.

6. Numbers: Numbers below 10 should be spelt out in full, otherwise arabic numbers should be used, e.g. “There were 11 cases, but only three were heard.” Numbers should not be elided, e.g. 126-129. This applies also to years, e.g. 1992-1997. Therefore, dates should be written as follows: 23 December 1999.

F. Use of Capital Letters

1. In headings:

A. The **O**rigins of the **D**raft **T**reaty

2. In acronyms:

EFTA

NATO

3. In quoted titles of books, articles and legal materials: the Equal Treatment Directive

4. In other cases, when speaking of specified acts, organs etc.: Directive 76/206, Article 130r, ... in the Treaty of Rome ..., the Court of Justice went on ..., ... the Industrial Relations Tribunals,

5. Capital letters should not be used when the reference is not to a specific directive, article, tribunal, etc. e.g.:

... as decided by a tribunal the year before ...

6. The word 'state' is not capitalized, e.g. 'the state has a role to play'.

Otherwise, standard rules should be applied.

G. Font, Size and Margins

Articles should be submitted in 'Times New Roman', font 12, with 1.5 or double spaces between lines.

PART II: CITATIONS AND REFERENCES

RYIEL uses the rules of citation and reference set out in the *The Oxford University Standard for Citation of Legal Authorities* (OSCOLA), 5th Edition, available at: <https://www.law.ox.ac.uk/oscola>.