

# German Law Journal Style Guide

Updated: March 2025

**Editor’s Note:**

*This style guide has been keyed to the Bluebook. Where the Style Guide is silent, use your best judgment—with reference to the Bluebook—in editing submissions. And please communicate any issues you find in using this guide.*

**Table of Contents**

I. Formatting .....5

- A. Document Wide Settings .....5
- B. Title Lines .....5
- C. Byline .....5
- D. Abstract .....6
- E. Keywords.....7
- F. Headings .....7
- G. Body .....8
- H. Captions .....8
- I. Footnotes .....8
- J. Capitalization.....9
- K. Italics .....9
- L. Abbreviations .....10
- M. Dates .....10
- N. Block Quotations.....10
- O. Book Reviews .....11
- P. Conference Reports .....11

II. Punctuation.....12

- A. Quotations and Quotation Marks .....12
- B. Commas.....12
- C. Semicolon.....13
- D. Colon.....13
- E. Parentheses .....14
- F. Apostrophe.....14
- G. Dashes and Hyphens .....15
- H. Ellipses .....15
- I. Periods .....15
- J. Double Spaces .....16
- K. Washington & Lee University .....16

III. Grammar .....17

- A. American English.....17
- B. “A” or “An” .....17

C. Adjective Placement.....	17
D. American v. English Verbs .....	17
E. Beginning a Sentence with a Conjunction.....	17
F. Contractions.....	18
G. Ending a Sentence with a Preposition.....	18
H. Gender Neutrality.....	18
I. “Hence” .....	18
J. “Impact” .....	18
K. “Like”.....	18
L. Misleading Connectives .....	19
M. “On the Other Hand” .....	19
N. “Only” .....	19
O. Possessives of Nouns Ending in ‘s’ .....	19
P. “Second” .....	20
Q. “Since” .....	20
R. “Who” v. “Whom” .....	20
S. “Whose” v. “Of Which” .....	20
IV. Citations.....	21
A. Priority of Authorities .....	21
B. Cross References for Supra .....	21
C. Multiple Authors .....	21
D. Introductory Signals.....	21
E. Institutional Authors and Pdf’s.....	21
F. German Law Journal.....	21
G. Court of Justice of the European Union.....	21
H. European Court of Human Rights.....	23
I. German Cases .....	24
J. European Union Treaties.....	25
K. European Union Legislation .....	25
L. European/Foreign Journals.....	25
M. Internet Citations .....	25
N. Supra and Infra.....	26
O. Use of Short Citation Forms Generally.....	27
P. Pincites and “Et seq.” .....	27
Q. Parenthetical Information (Bluebook Rule 1.5.).....	27
R. German Citation Particularities .....	27

S. International Journal Abbreviations .....	27
T. SSRN Database .....	28
V. Appendix.....	29

# I. Formatting

## A. Document Wide Settings

### 1. Language

The language of the entire document should be set to English (U.S.).

### 2. Paragraph Spacing

Except in the formatting of the footnotes, the document's paragraph spacing settings should be as follows:

- 12pt spacing before or after paragraph
- 1.15 line spacing

### 3. Typeface

- The entire document should appear in Calibri.
- The main text should be in 12pt
- The footnotes should be in 10pt.

## B. Title Lines

### 1. Font

- The title should be in 14 pt. Calibri.
- The title should appear in bold.
- Title should not be italicized, except as required by other rules in the GLJ Style Guide.

### 2. Justification

The title should be left-aligned.

### 3. Capitalization (Bluebook Rule 8)

- Capitalize all words except articles, conjunctions, and prepositions of four or fewer letters, except when they are the first or last word of the heading.
- Capitalize hyphenated words as you would if the hyphens were spaces.

## C. Byline

### 1. Font

- The byline should be in 12 pt. Calibri.
- The byline should appear in italics.
- The author's name should **not** be preceded by the word "By".
- Do not include any academic titles in the byline.

### 2. Institution and author email

Immediately following the author's name should be a superscripted number one. The next line, the author's department, institution, and location of the institution. The next line should be **unitalicized, 10 pt font** and should contain the author's email with should be hyperlinked, but not underlined. \*\*\*\*The superscript numbers here are not footnotes. To get rid of the automatic underline with hyperlinks, just highlight it and control-U twice and it should do away.

Example:

*Russell Miller*<sup>1</sup>

<sup>1</sup> Faculty of Law, Washington and Lee University School of Law, Lexington, VA.

[millerra@wlu.edu](mailto:millerra@wlu.edu)

When there are multiple authors the superscript should be as follows:

Russell Miller,<sup>1</sup> Joan Shaughnessy<sup>2</sup> & Allen Trammell<sup>3</sup>

<sup>1</sup> *Faculty of Law, Washington and Lee University School of Law, Lexington, VA.*  
[millerra@wlu.edu](mailto:millerra@wlu.edu)

<sup>2</sup> *Faculty of Law, Washington and Lee University School of Law, Lexington, VA.*  
[shaughnessyj@wlu.edu](mailto:shaughnessyj@wlu.edu)

etc.

### 3. Biographical Footnotes

The byline should contain a biographical footnote, marked with blank symbol. *See below for instructions*

On a PC: To footnote the byline with a blank symbol: Select “Reference” tab → Click on the bottom right corner of “Footnotes” box → Go to “Custom mark” field → Click “Insert”.

On a Mac: Go to the Insert tab on the top ribbon → down to footnote → Click on the symbol button → the blank symbol should be the first symbol

*See the separate handout with screenshot instructions*

### 4. Justification

The byline should be left-aligned.

### 5. Spacing

The byline should be followed by four hard returns so that three blank 12 pt. lines separate the byline and the abstract.

### 5. Multiple Authors

Two authors should be joined by “&”. Three or more author should be joined by commas—omitting the comma before the last author—with “and” setting off the final author. For the biographical footnote, each author receives the name number of blank symbols.

*Martin Heidegger & Jürgen Habermas*

*Martin Heidegger, Jürgen Habermas and Karl May*

## D. Abstract

### 1. Requirement

- Every publication must have an abstract at the beginning.
- If there is no abstract, leave a comment for the author asking for one.
- Make sure there are no footnotes in the abstract.

### 2. Heading

- The abstract should be preceded by the word “**Abstract**”
- In bold letters

### 3. Font

The text of the abstract should be in 12 pt. Calibri.

### 4. Justification

The text of the abstract should be full-justified.

### 5. Indentation

The text of the abstract should not be indented.

## E. Keywords

### 1. Where to Find Them

Either they will be included in the original article, in the SLS email, or in the Bluebook email from the EE.

### 2. Heading

- The keywords should be preceded by the word "**Keywords**"
- In bold letters, 12 pt. Calibri

### 3. Font

- The text of the keywords should be in 12 pt. Calibri
- The first keyword should be capitalized, and subsequent keywords should be capitalized if the word would normally be capitalized. There should be semicolons in between and no period at the end.

### 4. Justification

The text of the keywords should be left-justified.

### 5. Spacing

The keywords are the last piece of text on that page (aside from the footnotes). The article should begin on the next page. (Do not use a page break as that will interfere with the page numbers.) If the keywords go to page two, then start the article on the third page.

### 6. Indentation

The text of the keywords should not be indented.

## F. Headings

### 1. Order of Headings

Heading titles should begin with the following characters, separated by one space between the characters and the start of the heading titles:

- First level: **A, B, C**, etc.
- Second level: *I, II, III*, etc.
- Third level: *1, 2, 3*, etc.
- Fourth level: *1.1, 1.2, 1.3*, etc.
- Fifth level: *a), b), c)*, etc.

Note that the body of an article does *not* need to start with a heading. Abstracts or summaries at the start of the paper do *not* require headings. Italicize case names *only* in the first level.

### 2. Justification

Headings should be left-aligned.

### 4. Capitalization (Bluebook Rule 8)

- Capitalize all words except articles, conjunctions, and prepositions of four or fewer letters, except when they are the first or last word of the heading.
- Capitalize hyphenated words as you would if the hyphens were spaces.

### 5. First Level Headings Font

- First level headings should be in 12 pt. Calibri.
- First level headings should appear in bold.
- First level headings should not be italicized, except as required by other rules.

## **6. Subordinate Level Headings Font**

- Subordinate headings should be in italicized 12 pt. Calibri.
- If a word in the heading would normally appear in italics, it should not be italicized.

## **G. Body**

### **1. Font**

The text of the body should be in 12 pt. Calibri with a 1.15 line spacing.

### **2. Justification**

The text of the body should be full-justified.

### **3. Spacing**

Paragraphs should have a 12 pt. line separation.

### **4. Indentation**

Paragraphs **should not** be indented.

## **H. Captions**

### **1. Font**

The identifier underneath tables, figures, and images (i.e. the terms “table,” “figure,” or “image”) should be bold, and any remaining text should be in Roman type. 10 pt. Calibri.

### **2. Justification**

Captions should be full-justified

### **3. Spacing**

Single-spaced

Remove spaces before and after paragraph in paragraph settings

### **4. Formatting**

A colon should follow the caption identifier, and the first letter after the colon should be capitalized. No period after caption.

## **I. Footnotes**

### **1. Font**

Footnotes should be in 10 pt. Calibri.

### **2. Justification**

Footnotes should be full-justified.

### **3. Spacing**

- One space should separate the footnote number and the text of the footnote.
- Paragraph spacing in the footnotes should be set to 8 pt. and 1.15 line spacing.



## J. Capitalization

### 1. Generally (Bluebook Rule 8)

Capitalize the following when they appear in sentences:

- Proper nouns
- Names of organizations
- Names of national and ethnic groups
- Names of religious groups
- Names of languages
- Titles of artistic or academic works

“Member States” can be either capitalized or not capitalized when referring to the member states of the European Union. Defer to the author’s choice of capitalization.

### 2. Titles and Subdivisions

Capitalize all words in a title except articles, conjunctions, and prepositions of four or fewer letters. The first and last words of a title should always be capitalized.

### 3. “Article”

Always capitalize “Article” when used to refer to the author’s current Article. If the author uses “paper,” change to “Article.” Also capitalize “Special Issue” when used to refer to the special issue in which the author’s current Article is being published. Furthermore, when the author refers to a particular section in his/her Article, capitalize the words “Section” and “Subsection.” But do not capitalize “next section.”

In this section, I detailed the reasons I think *The Most Dangerous Game* would be a bad idea in real life. In the next section, I respond to possible critiques of my position.

In this section, I detailed the reasons I think *The Most Dangerous Game* would be a bad idea in real life. I respond to possible critiques of my position in Section B.

### 4. Foreign Materials

Do not change the capitalization of material in a foreign language.

## K. Italics

### 1. Case names

Italicize case names appearing in textual sentences. Italicize short form case names whether appearing in textual sentences or citation sentences.

### 2. Published Works and Works of Art

Italicize the names of works of art, including the titles of movies and video games. This includes the title of speeches, publications, and speeches.

### 3. Titles Within Titles

If a title requires the use of italics and terms inside the title contain italics, the internal italic terms should not be italicized.

### 4. Introductory Signals

Italicize introductory signals. But do not italicize signals used as verbs. See GLJ Style Guide § IV.A, and BB 1.2(e).

### 5. Foreign Words and Phrases

Italicize foreign words and phrases that have not been accepted into common legal usage. Use Bluebook Rule 7(b) to determine whether foreign words or phrase have been accepted into common legal usage.

## 6. Emphasis

When the author wishes to emphasize a word, it should be italicized. Where the author has italicized a word for emphasis, leave it, where an author has bolded, underlined, or small caps'ed a word for emphasis, switch it to italics.

## 7. Terms

Key terms in a particular context are italicized on their first occurrence. Thereafter they are best set in roman. *But see* GLJ Style Guide § II.A.5 (Highlighting an Expression).

The two chief tactics of this group, *obstructionism* and *misinformation*, require careful analysis.

## 7. Emphasis

Italics may be used to *emphasize* certain common words or phrases. However, this technique should not be overused, as that may have the opposite effect.

## 8. Textual titles

When an author uses the title of a work within the body of the text, type face should be in compliance with bluebook rule 2.2 in the white pages.

## L. Abbreviations

### 1. In text

Abbreviations in formal writing should generally be avoided. As such, "Art." "para." "sec." "i.e." should be spelled out as "Article" "Paragraph" "Section" "in other words," respectively. Commonly used acronyms, however—such as "EU" and "UN"—can be abbreviated.

### 2. Acronyms

Commonly used acronyms can be abbreviated, such as "EU" and "UN." All other acronyms, the author must define when they first use it. If an author has failed to do so, look up the acronym, type out the full name and but the acronym in parentheses.

## M. Dates

### 1. Generally

In textual sentences, dates should appear as Month DD, YYYY.

In citations, dates should appear as Month DD, YYYY, where the months are abbreviated according to Bluebook Table 12, except where some citations specify that the date should be in DD/MM/YYYY format.

### 2. Decades

Decades should appear as the four-digit year, followed by a lowercase "s" without an apostrophe.

## N. Block Quotations

### 1. Use

Quotations of fifty words or more should be formatted into a block quote, whether in the body of the text or footnotes. Initial and terminal quotation marks should be omitted.

### 2. Indentation

Paragraph indentation of block quotes should be set to one inch from both the left and right margins.

### 3. Formatting

A block quote should be set off from preceding and subsequent text with two hard returns so that one blank line precedes and follows the block quote.

#### 4. Colons

Where the block quote is preceded by a colon, make sure the first word is capitalized. If the first word is not capitalized in the quote, capitalize the first letter of the first word within brackets: [T]he . . .

### O. Book Reviews

#### 1. Title Line

The title should begin with “Book Review” in italics, followed by a colon. The title should then follow the format of <book author’s name>’s <book’s title>. The title line should otherwise conform to GLJ Style Guide § I.B.

*Book Review: Murray Raff’s Private Property and Environmental Responsibility: A Comparative Study of German Real Property Law*

#### 2. Title of the Review Differs from the Book’s Name

- If the title of the review differs from the name of the book itself, the title of the review should follow the title of the book as described in GLJ Style Guide § I.C.1, separated by two hard returns so that one blank 14 pt. line separates the title of the conference report from the title of the conference.
- The title of the review should then appear in bold, 14 pt. Calibri. The title of the review should be followed by two hard returns so that one blank 14 pt. line separates the title of the review and the byline.

#### 3. Capitalization (Bluebook Rule 8)

- Capitalize all words except articles, conjunctions, and prepositions of four or fewer letters, except when they are the first or last word of the heading.
- Capitalize hyphenated words as you would if the hyphens were spaces.

### P. Conference Reports

#### 1. Title Line

The title should begin with “Conference Report” in italics, followed by a colon. The name of the conference generally follows the colon. The title line should otherwise conform to GLJ Style Guide § I.B.

*Conference Report: 30 Years Additional Protocols to the 1949 Geneva Conventions: Past, Present, and Future*

#### 2. Title of the Report Differs from the Conference Name

- If the title of the report differs from the name of the conference itself, the title of the report should follow the name of the conference as described in GLJ Style Guide § I.D.1, separated by two hard returns so that one blank 14 pt. line separates the title of the report from the title of the conference.
- The title of the report should then appear in bold, 14 pt. Calibri. The title of the report should be followed by two hard returns so that one blank 14 pt. line separates the title of the report and the byline.

#### 3. Capitalization (Bluebook Rule 8)

- Capitalize all words except articles, conjunctions, and prepositions of four or fewer letters, except when they are the first or last word of the heading.
- Capitalize hyphenated words as you would if the hyphens were spaces.

## II. Punctuation

### A. Quotations and Quotation Marks

#### 1. Style

Use “smart” quotation marks, not straight quotation marks (i.e. ").

To change the default of Microsoft Word to Smart Quotes, go to Tools → AutoCorrect → AutoFormat as You Type → Replace as You Type → "straight quotation marks" to “smart quotation marks.”

#### 2. Punctuation in Relation to Closing Quotation Marks

Periods and commas precede closing quotation marks, whether double or single. All other punctuations, like semicolons and questions marks, if not part of the original text, are placed outside of the closing quotation marks.

“Admit it,” Prof. Howard said. “You haven’t read today’s assignment.”  
Find the spot marked with an “X”; the treasure should be buried there.  
Is the old saying true that “birds of a feather flock together”?

#### 3. Footnotes in Relation to Closing Quotation Marks

Place footnotes immediately after a closing quotation mark. Where a quotation is followed by any form of punctuation, place the footnote after the accompanying punctuation.

#### 4. Alterations (Bluebook Rule 5.2(d))

Square brackets (in the United States usually just called brackets) are used in scholarly prose mainly to enclose material—usually added by someone other than the original writer—that does not form a part of the surrounding text. Specifically, square brackets enclose editorial interpolations, explanations, translations of foreign terms, or corrections.

“They [the free-silver Democrats] asserted that the ratio could be maintained.”  
“Many CF [cystic fibrosis] patients have been helped by the new therapy.”  
Satire, Jebb tells us, “is the only [form] that has a continuous development.”

If quoted matter already includes brackets of its own, the editor should so state in the source citation (for example, “brackets in the original”).

#### 5. Highlighting an Expression (scare quotes)

Quotation marks are often used to alert readers that a term is used in a nonstandard (or slang), ironic, or other special sense. Nicknamed “scare quotes,” they imply, “This is not my term” or “This is not how the term is usually applied.” Like any such device, scare quotes lose their force and irritate readers if overused. Scare quotes cannot be apostrophes, but must be quotation marks.

### B. Commas

#### 1. Use—Generally

The comma, aside from its technical uses in mathematical, bibliographical, and other contexts, indicates the smallest break in sentence structure. Especially in spoken contexts, it usually denotes a slight pause. In formal prose, however, logical considerations come first. Effective use of the comma involves good judgment, with ease of reading the end in view.

#### 2. Serial Commas (Oxford Commas)

Items in a series are normally separated by commas. When a conjunction joins the last two elements in a series of three or more, a comma should appear before the conjunction.

She took a photograph of her parents, the president, and the vice president.  
Their wartime rations included cabbage, turnips, and bread and butter.

### 3. Parenthetical Elements

If only a slight break is intended, commas should be used to set off a parenthetical element inserted into a sentence as an explanation or comment. If a stronger break is needed or if there are commas within the parenthetical element, em dashes—but *not* parentheses—should be used.

### 4. Certain Adverbs

Commas are traditionally used to set off adverbs such as *however*, *therefore*, and *indeed*. When the adverb is essential to the meaning of the clause, or if no pause is intended or desired, commas are not needed (as in the last two examples).

Indeed, not one test subject accurately predicted the amount of soup in the bowl.

*BUT*

If you cheat and are therefore disqualified, you may also risk losing your scholarship.

That was indeed the outcome of the study.

### 5. Independent Clauses Joined by Conjunctions

When independent clauses are joined by *and*, *but*, *or*, *so*, *yet*, or any other conjunction, a comma usually precedes the conjunction. If the clauses are very short and closely connected, the comma may be omitted unless the clauses are part of a series.

## C. Semicolon

### 1. Use—Generally

In regular prose, a semicolon is most commonly used between two independent clauses not joined by a conjunction to signal a closer connection between them than a period would.

She spent much of her free time immersed in the ocean; no mere water-resistant watch would do.

### 2. Complex Series

When items in a series themselves contain internal punctuation, separating the items with semicolons can aid clarity. If ambiguity seems unlikely, commas may be used instead.

The membership of the international commission was as follows: France, 4; Germany, 5; Great Britain, 1; Italy, 3; United States, 7.

### 3. Transitional Adverbs

Avoid the use of a semicolon where two independent clauses are joined by a transitional adverb. Instead, use a period or, if the intended interaction of the two clauses will remain clear, rephrase the second clause to omit the transitional adverb.

### 4. Spacing

One space should follow a semi-colon.

## D. Colon

### 1. Use—Generally

A colon introduces an element or a series of elements illustrating or amplifying what has preceded the colon. Between independent clauses it functions much like a semicolon, and in some cases either mark may work as well as the other; use a colon sparingly, however, and *only* to emphasize that the second clause illustrates or amplifies the first. (The colon should generally convey the sense of “as follows.”)

### 2. Spacing

One space should follow a colon.

## E. Parentheses

### 1. For Gloss or Translation

Parentheses are only used to enclose glosses of unfamiliar terms or translations of foreign terms—or, if the term is given in English, to enclose the original word. In quoted matter, brackets should be used.

A drop folio (a page number printed at the foot of a page) is useful on the opening page of a chapter.  
German has two terms for eating—one for the way humans eat (*essen*) and one for the way animals eat (*fressen*).

### 2. Short Forms

Use parentheses to designate abbreviations of clauses.

The Federal Court of Justice (BGH) determined that Section 20(a) WpHG cannot be read in conjunction with Section 823 BGB.

### 3. Textual Parentheses

Where an author uses parentheses to indicate an aside, the text within the parenthesis should be off-set with either em-dashes “—” or commas. This change should be done with track changes on.

For example:

**Incorrect:** Based on the analysis of asylum claims in UK courts involving witchcraft-based persecution in the country of origin (both applicants who feared becoming victims of witchcraft practices and those who could be accused of having engaged in witchcraft practices) I demonstrate how anthropology can provide the tools for bridging the gaps between the law in the books and its implementation in practice and solving issues that are beyond the scope of the law.

#### **Correct:**

Based on the analysis of asylum claims in UK courts involving witchcraft-based persecution in the country of origin—both applicants who feared becoming victims of witchcraft practices and those who could be accused of having engaged in witchcraft practices—I demonstrate how anthropology can provide the tools for bridging the gaps between the law in the books and its implementation in practice and solving issues that are beyond the scope of the law.

#### **Or**

. . . origin, both applicants who feared becoming victims of witchcraft practices and those who could be accused of having engaged in witchcraft practices, I demonstrate . . .

## F. Apostrophe

### 1. The “Smart” Apostrophe

The apostrophe is the same character as the right single quotation mark (').

### 2. Common Errors

There are two common pitfalls: (1) Using the “default” unidirectional mark ('); and (2) Using the left single quotation mark. The latter usage in particular should always be construed as an error. Some software programs automatically turn a typed apostrophe at the beginning of a word into a left single quotation mark; authors and editors need to be vigilant in overriding such automation and producing the correct mark.

We spent the '90s (not ‘90s) in thrall to our gadgets.

## G. Dashes and Hyphens

### 1. Hyphens

Hyphens have two uses. First, where a phrase, referred to as a phrasal adjective or compound modifier, functions as a unit to modify a noun. (See **CMS 5.91** for a full discussion of the general rules.) Do not hyphenate a modifier if the meaning is clear without the hyphen. Second, hyphens are used to separate numbers that are not inclusive (e.g., telephone numbers, ISBNs) or to separate letters when a word is spelled out letter by letter (e.g., g-e-r-m-a-n). If a word requires a hyphen (e.g. non-breaking) make sure to use a non-breaking hyphen by using Ctrl+Shift+Hyphen so there are no hyphens at the end of a line.

### 2. En dash

The principal use of the en dash is to connect numbers and, less often, words. With continuing numbers—such as dates, times, and page numbers—it signifies *up to and including* (or *through*). For the sake of parallel construction, the word *to*, never the en dash, should be used if the word *from* precedes the first element in such a pair; similarly, *and*, never the en dash, should be used if *between* precedes the first element.

### 3. Em dash

The em dash, often simply called the dash, is the most commonly used and most versatile of the dashes. Em dashes are used to set off an amplifying or explanatory element and, in that sense, can function as an alternative to parentheses, commas, or a colon—especially when an abrupt break in thought is called for. A space should neither appear before or after the em dash.

## H. Ellipses

### 1. Use—Generally

Use an ellipsis to signify the *omission* of material inside a quotation.

### 2. Formatting (Bluebook Rule 5.3)

Each period in an ellipsis should be preceded and followed by a non-breaking space, except for the fourth period, if the ellipsis appears at the end of the sentence. Thus, an ellipsis should be seven characters long where the quoted material is in the middle of the sentence and eight characters long where the ellipsis ends the sentence.

To insert a non-breaking space on **Windows and Mac**, press Ctrl+Shift+Space.

## I. Periods

### 1. Spacing in Relation to the End of a Sentence

Insert one space between a period ending a sentence and the beginning of the next sentence.

### 2. In Relation to Parentheses

When an entire independent sentence is enclosed in parentheses or square brackets, the period belongs inside the closing parenthesis or bracket. When matter in parentheses or brackets, even a grammatically complete sentence, is included within another sentence, the period belongs outside.

Fiorelli insisted on rewriting the paragraph. (His newfound ability to type was both a blessing and a curse.)  
Farnsworth had left an angry message for Isadora on the mantel (she noticed it while glancing in the mirror).

## **J. Double Spaces**

### **1. Use—Generally**

Often, authors will use double spaces at the end of sentences. Please go through the Article and delete any double spaces.

### **2. Spotting them**

Check for these by either using the ¶ tool on the Home tab and looking for double spaces or hitting Control+F and searching for “<space><space>” until you find them all.

## **K. Washington & Lee University**

Always use “&”—instead of “and”—when referencing Washington & Lee University or the School of Law.



### III. Grammar

The following rules have been identified to address common mistakes in works submitted to the German Law Journal. These rules are meant to serve as a reference point to aid you in the editing process, not as an exhaustive list of mandatory rules. For a more exhaustive treatment of grammatical rules, please review Chapter 5 of the Chicago Manual of Style, especially Section 5.220 (containing an extensive list of “good” versus “common” usages of pretty much any word imaginable).

#### A. American English

Use the American English spelling of all words. Change any British English spellings to American English spellings. Leave British English as is in direct quotations.

#### B. “A” or “An”

With the indefinite article, the choice of *a* or *an* depends on the sound of the word it precedes. *A* comes before words with a consonant sound, including /y/, /h/, and /w/, no matter how the word is spelled—a eulogy, a historic occasion, a Ouachita tribe member. *An* comes before words with a vowel sound—an LSAT exam room, an X-Files episode, an hour ago.

#### C. Adjective Placement

An adjective that modifies a noun, noun phrase, or pronoun usually precedes it—perfect storm, spectacular view, a good bowl of soup. An adjective may follow the noun if:

- (1) special emphasis is needed—reasons innumerable, captains courageous;
- (2) it occurs in this position in standard usage—court-martial, notary public;
- (3) it is a predicate adjective following a linking verb—I am ready; or
- (4) the pronoun is of a type usually followed by the adjective—anything good, everything yellow, nothing important, something wicked.

Some adjectives are always in the predicate and never appear before what they modify—the city is asleep, the door was ajar. Others appear uniformly before the nouns they modify—utter nonsense, a mere child. Phrasal adjectives may precede or follow what they modify.

#### D. American v. English Verbs

A few verbs that are considered regular have an alternative past tense and past participle that is formed by adding *t* to the simple verb form: dream—dreamed, dream—dreamt. When these alternatives are available, American English tends to prefer the forms in *ed* (e.g., *dreamed*, *learned*, *spelled*), while British English tends to prefer the forms in *t* (*dreamt*, *learnt*, *spelt*). Use the American English spelling.

#### E. Beginning a Sentence with a Conjunction

Sentences may start with a conjunction. Be sure that the use of the conjunction is proper. Where “but” is used at the start of a sentence, evaluate the contrasting force of the “but” in question, and see whether the needed word is really “and”; if “and” can be substituted, then “But” is almost certainly the wrong word. “But” is a perfectly proper word to open a sentence, but only if the idea it introduces truly contrasts with what precedes.

## F. Contractions

Most types of writing benefit from the use of contractions. If used thoughtfully, contractions in prose sound natural and relaxed and make reading more enjoyable. Be-verbs and most of the auxiliary verbs are contracted when followed by not: *are–aren’t*; *was–wasn’t*; *cannot–can’t*; *could not–couldn’t*; *do not–don’t*; and so on. A few, such as *ought not–oughtn’t*, look or sound awkward and are best avoided. Pronouns can be contracted with auxiliaries, forms of *have*, and some *be*-verbs. Think before using one of the less common contractions, which often don’t work well in prose, except perhaps in dialogue or quotations. Some examples are *I’d’ve* (I would have), *she’d’ve* (she would have) *it’d* (it would), *should’ve* (should have), *there’re* (there are), *who’re* (who are), and *would’ve* (would have). Also, some contracted forms can have more than one meaning. For instance, *there’s* may be *there is* or *there has*, and *I’d* may be, *I had*, or *I would*. The particular meaning may not always be clear from the context and should be expanded.

## G. Ending a Sentence with a Preposition

The traditional caveat of yesteryear against ending sentences with prepositions is, for most writers, an unnecessary and pedantic restriction. A sentence that ends in a preposition may sound more natural than a sentence carefully constructed to avoid a final preposition. Compare, for example, *this is the case I told you about* with *this is the case about which I told you*. The “rule” prohibiting terminal prepositions was an ill-founded superstition.

## H. Gender Neutrality

Problematic pronouns: Some readers take offense at the exclusive use of the masculine pronoun as a generic term to represent both men and women. Do not use the constructions *he/she*, *s/he*, *[s]he*, *him/her*, *his/her*. Use the phrases *they he* or *she*, *him or her*, and *his or her* only as a last resort, after other devices for gender neutrality have proved unworkable.

Some ways to avoid problematic pronouns:

1. Pluralize
2. Repeat the noun
3. Alternate

Gender-neutral titles: The modern trend is to avoid the use of titles ending in –man. Also, avoid the use of titles with feminine suffixes.

## I. “Hence”

“Hence” cannot be used at the beginning of a sentence because it is a final conjunction.

## J. “Impact”

Resist using “impact” as a verb. Try “affect” or “influence” instead. Besides being hyperbolic, “impact” used as a verb is widely considered a solecism.

## K. “Like”

*Like* is probably the least understood preposition. Its traditional function is adjectival, not adverbial, so that *like* is governed by a noun or a noun phrase {teens often see themselves as star-crossed lovers like Romeo and Juliet}. As a preposition, *like* is followed by a noun or pronoun in the objective case {the person in that old portrait looks like me}. Increasingly (but loosely) today in ordinary speech, *like* displaces *as* or *as if* as a conjunction to connect clauses. For example, in *it happened just like I said it would happen*, *like* should read *as*; and in *you’re looking around like you’ve misplaced something*, *like* should read *as*

*if*. Because *as* and *as if* are conjunctions, they are followed by nouns in the nominative case {Do you work too hard, as I do?}. Although *like* as a conjunction has been considered nonstandard since the seventeenth century, today it is common in dialectal and colloquial usage {he ran like he was really scared}. Consider context and tone when deciding whether to impose standard English, as in the examples above.

#### L. Misleading Connectives

Adding to a singular subject by using phrasal connectives such as *along with*, *as well as*, *in addition to*, *together with*, and the like does not make the subject plural. This type of distraction can be doubly misleading because the intervening material seems to create a compound subject, and the modifying prepositional phrase may itself contain one or more plural objects. If the singular verb sounds awkward in such a sentence, it may be better to use the conjunction *and* instead:

*WRONG*: The bride as well as her bridesmaids were dressed in mauve.

*RIGHT*: The bride as well as her bridesmaids was dressed in mauve.

*BETTER*: The bride and her bridesmaids were dressed in mauve.

#### M. “On the Other Hand”

The use of “on the other hand”—to compare the latter of two ideas—must be preceded by the use of “on the one hand” for the original proposition. This journal does not believe in one-handed arguments. Add “on the one hand” to the original idea or rephrase the latter idea’s introductory clause.

#### N. “Only”

*Only* functions as an adjective, an adverb, and a conjunction, and it can modify any part of speech. It is probably poorly placed in sentences more often than any other word. *Only* emphasizes the word or phrase that immediately follows it. When *only* appears too early in the sentence, it has a deemphasizing effect; it can also alter the meaning of the sentence or produce ambiguity. Compare *I bought only tomatoes at the market* (I bought nothing else) with *I bought tomatoes only at the market* (I bought nothing other than tomatoes or I didn’t buy tomatoes from any other place?). In idiomatic spoken English, *only* is placed before the verb, regardless of what it modifies: *I only bought tomatoes at the market*. This may be acceptable in speech because the speaker can use intonation to make the meaning clear. But since in writing there is no guidance from intonation, rigorous placement of *only* is preferable to aid the reader’s comprehension.

#### O. Possessives of Nouns Ending in ‘s’

Use an apostrophe to denote possessiveness of a possessive singular noun that ends in ‘s.’

Xerxes’s armies

But when the singular form of a noun ending in ‘s’ is the same as the plural, use *of* to avoid the possessive.

The role of the United States in international law

*NOT*

The United States’ role in international law

For further clarification on additional possessive nouns.

## P. “Second”

When sequentially labeling a series of arguments or sentences, “First” must introduce the first sentence before “Second” may introduce a subsequent argument. Where “Second” appears without “First,” add “First” to introduce the first sentence or rephrase a lone “Second” to a different introductory clause.

The plaintiff has three theories. First, she argues X. Second, she argues Y. Third, she argues Z.

NOT

It seems to be the most popular. Second, X seems to be the most understood.

*Side note:* Some authors use “Firstly” or “Secondly.” Where used, please replace with “First” or “Second.”

## Q. “Since”

“Since” is to be used where the meaning is “after a time in the past.” “Because” is to be used where the meaning is “for the reason that.”

She has been acting that way since she was twelve.

I ran because I was afraid.

## R. “Who” v. “Whom”

*Who* and *whoever* are the nominative forms, used as subjects—Whoever said that?—or predicate nominatives—It was who?. *Whom* and *whomever* are the objective forms, used as the object of a verb—You called whom?—or a preposition—To whom are you referring?. Three problems arise with determining the correct case. First, because the words are so often found in the inverted syntax of an interrogative sentence, their true function in the sentence can be hard to see unless one sorts the words into standard subject–verb–object syntax. In this example, sorting the syntax into “I should say who is calling” makes the case easier to determine:

WRONG: Whom should I say is calling?

RIGHT: Who should I say is calling?

Second, determining the proper case can be confusing when the pronoun serves a function (say, nominative) in a clause that itself serves a different function (say, objective) in the main sentence. It is the pronoun’s function in its clause that determines its case. In the first example below, the entire clause *whoever will listen* is the object of the preposition *to*. But in the clause, itself, *whoever* serves as the subject, and that function determines its case. Similarly, in the second sentence *whomever* is the object of *choose* in the clause, so it must be in the objective case even though the clause itself serves as the subject of the sentence.

WRONG: I’ll talk to whomever will listen.

RIGHT: I’ll talk to whoever will listen.

WRONG: Whoever you choose will suit me.

RIGHT: Whomever you choose will suit me.

As the second example above shows, a further distraction can arise when the *who* clause contains a nested clause, typically of attribution or identification (here, *you choose*).

## S. “Whose” v. “Of Which”

The relatives *who* and *which* can both take *whose* as a possessive form (*whose* substitutes for *of which*)—a movie the conclusion of which is unforgettable, a movie whose conclusion is unforgettable. Some writers object to using *whose* as a replacement for *of which*, especially when the subject is not human, but the usage is centuries old and widely accepted as preventing unnecessary awkwardness. Compare *the company whose stock rose faster* with *the company the stock of which rose faster*. Either form is acceptable, but the possessive *whose* lends greater smoothness.

## IV. Citations

### A. Priority of Authorities

Where the GLJ Style Guide is silent, turn first to the Bluebook Rules and Tables. When the Bluebook Rules are ambiguous, defer to the author's method of citation and ensure that it is consistent throughout the article. Finally, defer to the authors on foreign sources which cannot easily be cited according to the Bluebook.

### B. Cross References for Supra

When an author uses supra or cites back to a source that can use a supra, make sure to cross-reference to the original citation. Go to the References tab and select cross-reference. Change reference type to footnote and match up the numbers. Click "Insert" to add the cross-reference. Before sending your article on, or whenever you add a footnote, be sure to update the cross-references. The easiest way to do this is by clicking "Print Preview."

### C. Multiple Authors

When a work is first cited, list all authors of the cited material. "et al." will no longer be used when initially citing a source. Instead, **list all authors' names** in the initial citation. In future short cites, use "et al."

### D. Introductory Signals

When an author uses two different introductory signals, like both *see* and *see generally*, they should be in two different citation sentences. See Bluebook Rule 1.3.

*See* Sylvia Plath, *THE BELL JAR* (1963); Jennifer Hillier, *JAR OF HEARTS* (2018). *See generally* Haruki Murakami, *THE WIND-UP BIRD CHRONICLE* (1994).

In this example, *see* refers to *The Bell Jar* and *Jar of Hearts* and *see generally* refers to *The Wind-Up Bird Chronicle*. Introductory signals are italicized. However, when an author uses a signal as a verb, do not italicize.

*Cf.* Moyn, *supra* note 1. For a history of neoliberalism as a global way of protecting capitalism, see QUINN SLOBODIAN, *GLOBALISTS: THE END OF EMPIRE AND THE BIRTH OF NEOLIBERALISM* (2018).

### E. Institutional Authors and Pdf's

When an author cites a report or source that only has an institutional author, cite as such, if the source is a Pdf refer to rule 18.2 of the blue book.

### F. German Law Journal

Abbreviate the German Law Journal in citations as German L.J.

Neil Walker, *Juridical Transformation as a Process: A Comment on Stone Sweet*, 8 GERMAN L.J. 929, 936 (2007).

### G. Court of Justice of the European Union

**NOTE: For CJEU citations, Bluebook rules and ECLI rules are acceptable. Defer to the author's choice on these matters.**

1. European Case Law Identifier (ECLI):

<Court name>, <Case number>, <Parties' names>, <ECLI number> <(Date)>, <pincite>, <URL>.

[ECJ, Case C-62/14, Gauweiler et al. v. Deutscher Bundestag, ECLI:EU:C:2015:400 \(June 16, 2015\), para. 12, http://curia.europa.eu/juris/liste.jsf?num=C-62/14.](http://curia.europa.eu/juris/liste.jsf?num=C-62/14)

To find ECLI numbers of cases go to [http://curia.europa.eu/jcms/jcms/i\\_6/en/](http://curia.europa.eu/jcms/jcms/i_6/en/).

Do not copy and paste the URL from the browser panel. Instead, if you click on "Reports of Cases "published in the electronic Reports of Cases (Court Reports - general)" you get to yet another page where you have to select the folders for the year and month of the judgment and can then get to a link that looks like this:

<http://curia.europa.eu/juris/liste.jsf?num=C-181/16&language=EN>

Then, delete the addition on the language, and the link still works:

<http://curia.europa.eu/juris/liste.jsf?num=C-181/16>

2. Short form citations, general format:

<*first party's name*>, Case <case designation> at <pincite>.

[Gauweiler et al., Case C-62/14 at para. 12.](#)

3. General citation format for decisions. See Bluebook Rule 21.5.2:

Case <case designation>, <names of parties>, <volume> E.C.R. <first page number>, <pincite>.

[Case C-91/05, Commission v. Council, 2008 E.C.R. I-651, para. 12.](#)

4. If an official report of a CJEU case is not available, cite to the CJEU's database. Do not follow the link with instructions on how to search for the case on the site. See Bluebook Rule 18.2.2(d):

Case <case number>, <name of parties>, <pincite> (<date of decision>), <URL>.

[Case C-371/08, Ziebell v. Baden-Württemberg, para. 14 \(Dec. 8, 2011\),](#)

[http://curia.europa.eu/juris/liste.jsf?language=en&num=C-371/08.](http://curia.europa.eu/juris/liste.jsf?language=en&num=C-371/08)

5. If necessary, provide a parallel citation to one of the private services providing selected reports of the court's opinions. *Common Market Law Reports* (C.M.L.R.) is preferred. See Bluebook Rule 21.5.2(b).

[Case 148/78, Pubblico Ministero v. Ratti, 1979 E.C.R. 1629, 1 C.M.L.R. 96 \(1980\).](#)

6. Short form citations, general format:

<*first party's name*>, Case <case designation> at <pincite>.

[Ziebell, Case C-371/08 at para. 12.](#)

If the author uses a name other than the first party's name, defer to their preference.

7. Where the author has provided the information, abbreviate case names for short form citations in footnotes with "[hereinafter]" in the original citation. See Bluebook Rule 4.2(b).

8. Citations to the Advocate General’s opinion:

Opinion of Advocate General <last name> at <pincite>, Case <case number>, <names of parties> (<date of Advocate General’s opinion>).

[Opinion of Advocate General Bot at para. 55, Case C-371/08, Ziebell v. Baden-Württemberg \(Apr. 14, 2011\).](#)

9. Short form citation to Advocate General’s opinion:

Opinion of Advocate General <last name>, *supra* note <#>, at <pincite>.

[Opinion of Advocate General Bot, \*supra\* note 22, at para. 12.](#)

10. For Joined Cases, use the following naming convention and defer to the author’s preference on using ECLI or E.C.R. citations.

<EJC, (if ECLI)> Joined Cases <first case number (before the backslash)> & <second case number (including the backslash and number)>, <name of first case only> <appropriate ending for ECLI or ECJ>.

[EJC, Joined Cases 203 & 698/15, Tele2 Sverige AB v. Post- och telestyrelsen, ECLI:EU:C:2016:970, Judgment of 21 Dec. 2013.](#)

## H. European Court of Human Rights

1. General citation format for decisions. See Bluebook Rule 21.5.3:

<case name>, <volume number> <reporter> <first page number>, <pincite> (year, if not in volume number), <URL>. Note that the URL which appears in the browser of HUDOC is the wrong URL. Instead, HUDOC provides a shorter “Document URL.”

[Kampanis v. Greece, 318 Eur. Ct. H.R. 29, 35 \(1995\), <http://hudoc.echr.coe.int/eng?i=001-57930>.](#)

[Papon v. France \(No. 2\), 2002 XII Eur. Ct. H.R. 235, <http://hudoc.echr.coe.int/eng?i=001-60633>.](#)

2. If an official report of an ECtHR is not provided by the author, cite to the ECtHR’s database. Do not follow the link with instructions on how to search for the case on the site. See Bluebook Rule 18.2.2(d):

<case name>, App. No. <application number>, <pincite> (date of decision), <URL>.

[Haas v. The Netherlands, App. No. 36983/97, para. 43 \(Jan. 13, 2004\), <http://hudoc.echr.coe.int/eng?i=001-61572>.](#)

3. Short form citations, general format:

<*first party’s name*>, <volume number> <reporter> at <pincite>.

[Kampanis, 318 Eur. Ct. H.R. at para. 43.](#)

4. Short form citations, where the officer report is unavailable:

<case name>, App. No. <application number> at <pincite>.

[Haas, App. No. 36983/97 at para 15.](#)

5. Where the author has provided the information, abbreviate case names for short form citations in footnotes with “[hereinafter]” in the original citation. This is meant to apply to cases that have developed a common name.

*Kampanis v. Greece*, 318 Eur. Ct. H.R. 29, 35 (1995), <http://hudoc.echr.coe.int/eng?i=001-57930> [hereinafter *The Pudding Cup Case*].

## I. German Cases

1. If the author has provided information to an official or unofficial reporter, or is listed on dejure.org, see Bluebook T2.14:

<name of court> [<court’s abbreviation>] [<translation>] <date of decision>, <volume number> <REPORTER> [reporter abbreviation] <first page>, <pincite>.

Bundesgerichtshof [BGH] [Federal Court of Justice] Apr. 16, 2008, 61 NEUE JURISTISCHE WOCHENSCHRIFT [NJW] 2455, para. 24.

2. General unpublished citation format:

<name of court> [<court’s abbreviation> - <translation>], Case No. <case designation>, <pincite> <(date)>, <URL>.

Bundesgerichtshof [BGH] [Federal Court of Justice], Case No. II ZR 187/04, para. 12, (Feb. 8, 2006), <http://juris.bundesgerichtshof.de/cgi-bin/rechtsprechung/list.py?Gericht=bgh&Art=en>.

3. Use the link to the main page of the database where the decision may be obtained. Do not follow the link with instructions on how to search for the case on the site. See Bluebook Rule 18.2.2(d).

4. Short form citations, general format. See Bluebook T2.14:

<volume number> <reporter abbreviation> <first page> (<page(s) of specific material).

61 NJW 2455 (2455) for NEUE JURISTISCHE WOCHENSCHRIFT  
75 AUR 55 (60) (for ARBEIT UND RECHT)

5. Short form citations for unpublished cases:

<court’s abbreviation>, <case designation> at <pincite>.

BGH, Case No. II ZR 187/04 at para. 12.

6. Where the author has provided the information or when the case designation is extremely long, abbreviate case names for short form citations in footnotes with “[hereinafter]” in the original citation. When the author does not provide the information, use the abbreviation “*Judgment of [DATE]*.” Do not use “*supra*” in the subsequent citations. See Bluebook Rule 4.2.

Bundesverfassungsgericht [BVerfG] [Federal Constitutional Court], BVerfG, Case No. 2BvR 2628/10 (Mar. 19, 2013), 66 NEUE JURISTISCHE WOCHENSCHRIFT [NJW] 1058, paras. 67, 95–96, 104–05 [hereinafter BVerfG, Case No. 2BvR 2628/10 at para. 67].

7. All subsequent citations of the same judgment:

BVerfG, Case No. 2BvR 2628/10 at paras. 53–54.



## J. European Union Treaties

References to European Union Treaties should be made to the current consolidated version, unless a specific need exists to refer to an older version.

Treaty on European Union (hereafter TEU)

Treaty on the Functioning of the European Union (hereafter TFEU)

## K. European Union Legislation

### 1. Citing to publications from the Commission and Council.

- Sources See Bluebook Rule 21.9(a)(i):
  - After February 1, 2003 cite to the *Official Journal of the European Union* (O.J.)
  - Between January 1, 1973 and January 31, 2003 cite to the *Official Journal of the European Communities* (also O.J.)
  - Before January 1, 1973 cite to the Special Edition of the *Official Journal of the European Communities* (O.J. Spec. Ed.), if available; otherwise cite to the *Journal Officiel des Communautés Européennes* (J.O.)
- Cite to O.J. and J.O. by year, source, series (“L” for legislative acts or “C” for other), and issue.
- For directives, regulations, and decisions of the Council and Commission by issuing institution, type of legislation, number, and subdivision (if applicable). Specify European Union (EU) or European Community (EC) in a parenthetical at the end of the citation if it is not otherwise clear. You may also include the full name of the legislation. See Bluebook Rule 21.9(a)(ii).

### 2. Examples

<issuing institution> <type of legislation>, <number,><subdivision (if applicable),> <year>  
<source><(series)><issue>.

[Council Directive 90/476, art. 5, 1990 O.J. \(L 266\) 1, 2 \(EC\).](#)

[Council Directive 2000/78 of Nov. 27, 2000, Establishing a General Framework for Equal Treatment in Employment and Occupation, 2000 O.J. \(L 303\) 16 \(EC\).](#)

## L. European/Foreign Journals

The bluebook has included abbreviations for several foreign journals. If you get an article with sources from one of the countries below. Go to the corresponding table to find the proper abbreviation for these Journals. To determine if it is necessary to follow this rule use the context of the article itself and common sense.

Jurisdictions that have abbreviations in the bluebook:

Argentina; Australia (see the Australian guide to legal citation, linked in T2.2 of the bluebook, appendix A); Belgium; Chile; Greece; Hungary; Mexico; the Netherlands; New Zealand (see the New Zealand Citation guide, linked in T2.29 of the bluebook); Russia; South Africa; Sweden; Taiwan; the UK.

## M. Internet Citations

1. Information should be cited in a way that clearly indicates which source the author actually used or accessed.
2. PDF files found online are treated as an exact copy. Include the URL to the pdf source itself. See Bluebook Rule 18.2.1(a)(iii).

EUR. CENT. BANK, *THE MONETARY POLICY OF THE ECB* 55 (2011),  
<http://www.ecb.europa.eu/pub/pdf/other/monetarypolicy2011en.pdf>.

3. If citing directly to an Internet webpage, indicate the author (whether personal or institutional), title, date parenthetical, the URL, and substantive parenthetical (if required). Do not put the author's name (whether personal or institutional) in large and small caps. Always italicize the webpage title. When there are multiple titles on the webpage, use the title that best identifies the section of the page you are citing. The URL should not be preceded by "available at." See Bluebook Rule 18.2.2. Institutional authors should be abbreviated according to Bluebook Rule 15.1(d).

Lukanyo Mnyanda, *Italian Bonds Rise as Five-Year Borrowing Costs Fall at Auction*, BLOOMBERG (Dec. 30, 2013),  
<http://www.bloomberg.com/news/2013-12-30/italian-bonds-advance-after-borrowing-costs-fall-at-debt-auction.html>.

4. When material is otherwise undated, the date that the website was last visited should be placed in a parenthetical after the URL.

5. The URL should always be hyperlinked, and the hyperlink should remain in **blue text**. **BUT the hyperlink SHOULD NOT be underlined.**

#### N. Supra and Infra

1. *Supra* refers to citations or discussions appearing previously. *Infra* refers to citations or discussions that will appear later. See Bluebook Rule 3.5: Internal Cross-References. *Id.* cannot be used to refer to a *supra*; you must repeat the citation again.

*See infra* Part D.2.IV.

*See cases cited supra* note 12 (citing cases in which the FCC used this standard of review).

*See caption* notes 58–61 and accompanying text.

2. *Supra* may be used to short cite to any source except cases, statutes, constitutions, legislative materials (other than hearings), restatements, model codes, or regulations—except in extraordinary circumstances. See Bluebook Rule 4.2.

3. An *id.* may be used to refer to a *supra* immediately prior. Though when cited at a later time in footnotes, the initial source must be *supra'd* again.

*See Mnyanda, supra* note 2, at 3.

*Id.* at 4.

...

*See Mnyanda, supra* note 2, at 2.

4. Internal cross-references to articles appearing in the same special issue should only read "Name, *title*, in this issue."

Ivo Gico Jr., *The Tragedy of the Judiciary*, in this issue.

## O. Use of Short Citation Forms Generally

1. After a source has been fully cited once, use Bluebook Rule 4 for short citation forms.
2. There is no need to cite a source again fully after it has been cited one time within an article.

## P. Pincites and “Et seq.”

If there is a direct quotation, make sure that there is a pincite. Authors may use “et seq.,” but it must be replaced with specific page numbers. This will most likely require you to leave a comment for the author for clarification. See Bluebook Rule 3.3(b).

## Q. Parenthetical Information (Bluebook Rule 1.5.)

1. Add or modify substantive parentheticals only where the author has provided an explanatory clause.
2. Explanatory information takes the form of a present participial phrase, a quoted sentence, or a short statement that is appropriate in context.

## R. German Citation Particularities

When encountering German sources, you may encounter certain German particularities that are not covered by the Bluebook. The following will be the most frequent:

1. Randnummer (Rn.)
  - Rn. stands for the German word “Randnummer.” It is a special designation roughly equivalent to “paragraph.” Should you encounter a “Randnummer,” defer to the author’s method of citation.
2. Fortfolgende (ff.)
  - “Fortfolgende” literally translates into “and the following.” It is used in addition to a pincite to indicate that the the pages following the pincite continue the argument. “Fortfolgende” will appear as “ff.”
  - Should you encounter a ff., please clarify with the author for what page numbers are being referenced.

## S. International Journal Abbreviations

Several international journals are prominent enough to be relatively well known, and have their own well-known abbreviations in the international scholarly community. If an international journal appears in the list below, cite as this style guide directs. If not, then cite according to Bluebook abbreviation guidelines. GLJ Student Editorial Team: This list is not exhaustive, but should continue to grow as we are exposed to more and more international journals. If you stumble across an international journal that seems to have a common abbreviation in the international community, please make a note of it and pass that information along to the Upper Board for review.

- INTERNATIONAL JOURNAL OF CONSTITUTIONAL LAW: ICON
- ZEITSCHRIFT FÜR AUSLÄNDISCHES ÖFFENTLICHES RECHT UND VÖLKERRECHT: ZAÖRV
- VERÖFFENTLICHUNGEN DER VEREINIGUNG DER DEUTSCHEN STAATSRECHTSLEHRER: VVDStRL

#### **T. SSRN Database**

The *Social Science Research Network* database is an online database that compiles myriad different scholarly materials from multiple disciplines. Citation to the SSRN is not preferred. Often, articles published in the SSRN are housed there only after publication in another journal or magazine. However, if the article has not been published in a different medium, then citation to SSRN may be necessary. In that case, cite the article as: Author, *Title*, SSRN DATABASE, hyperlink.

## V. Appendix

The list below contains the words that most often give writers trouble. Note that some of the words included here—such as verbs that can be used transitively {the tire *abutted* the curb} or words that can be used without further qualification {she refused to acquiesce} {his words were considered blasphemy}—do not always take prepositions.

**abide** (vb.): with (“stay”); by (“obey”); *none* (transitive)  
**abound** (vb.): in, with [resources]  
**absolve** (vb.): from [guilt]; of [obligation]  
**abut** (vb.): on, against [land]; *none* (transitive)  
**accompanied** (adj.): by (not *with*) [something or someone else]  
**accord** (vb.): in or with [an opinion]; to [a person]  
**acquiesce** (vb.): in [a decision]; to [pressure]  
**acquit** (vb.): of (not *from*) [a charge]; *none* (transitive)  
**adept** (vb.): at [an activity]; in [an art]  
**admit** (vb.) (“acknowledge”): *none* (not *to*) (transitive)  
**admit** (vb.) (“let in”): to, into  
**admit** (vb.) (“allow”): of  
**anxious** (adj.): about, over (preferably not *to*) [a concern]  
**badger** (vb.): into [doing something]; about [a situation]  
**ban** (vb.): from [a place]  
**ban** (n.): on [a thing; an activity]; from [a place]  
**based** (adj.): on (preferably not *upon*) [a premise]; in [a place; a field of study]; at [a place]  
**becoming** (adj.): on, to [a person]; of [an office or position]  
**bestow** (vb.): on (preferably not *upon*) [an honoree]  
**binding** (adj.): on (preferably not *upon*) [a person]  
**blasphemy** (n.): against [a religious tenet]  
**center** (vb.): on, upon (not *around*) [a primary issue]  
**chafe** (vb.): at [doing something]; under [an irritating authority]  
**coerce** (vb.): into [doing something]  
**cohesion** (n.): between [things; groups]  
**collude** (vb.): with [a person to defraud another]  
**commiserate** (vb.): with [a person]  
**compare** (vb.): with (literal comparison); to (poetic or metaphorical comparison)  
**comply** (vb.): with (not *to*) [a rule; an order]  
**confide** (vb.): to, in [a person]  
**congruence** (n.): with [a standard]  
**connive** (vb.): at [a bad act]; with [another person]  
**consider** (vb.): *none* (transitive); as [one of several possible aspects (not as a substitute for “to be”)]; for [a position]  
**consist** (vb.): of [components (said of concrete things)]; in [qualities (said of abstract things)]  
**contemporary** (adj.): with [another event]  
**contemporary** (n.): of [another person]  
**contiguous** (adj.): with, to [another place]  
**contingent** (adj.): on (preferably not *upon*)  
**contrast** (vb.): to, with [a person or thing]  
**conversant** (adj.): with, in [a field of study]  
**convict** (vb.): of, for (not *in*)  
**depend** (vb.): on (preferably not *upon*)  
**differ** (vb.): from [a thing or quality]; with [a person]; about, over, on [an issue]

**different** (adj.): from (but when a dependent clause follows *different*, the conjunction *than* is a defensible substitute for *from what*: “movies today are different than they were in the fifties”)  
**dissent** (n. & vb.): from, against (preferably not *to* or *with*)  
**dissimilar** (adj.): to (not *from*)  
**dissociate** (vb.): from  
**enamored** (adj.): of (not *with*)  
**equivalent** (adj.): to, in (preferably not *with*)  
**excerpt** (n.): from (not *of*)  
**forbid** (vb.): to (formal); from (informal)  
**foreclose** (vb.): on [mortgaged property]  
**hale** (vb.): to, into [a place]; before [a magistrate]  
**hegemony** (n.): over [rivals]; in [a region]  
**identical** (adj.): with (preferred by purists), to [something else]  
**impatience** (n.): with [a person]; with, at, about [a situation]  
**impose** (vb.): on (preferably not *upon*) [a person]  
**inaugurate** (vb.): as [an officer]; into [an office]  
**inculcate** (vb.): into, in [a person]  
**independent** (adj.): of (not *from*) [something else]  
**infringe** (vb.): *none* (transitive); on (preferably not *upon*) [a right]  
**inhere** (vb.): in (not *within*) [a person; a thing]  
**inquire** (vb.): into [situations]; of [people]; after [people]  
**instill** (vb.): in, into (not *with*) [a person]  
**juxtapose** (vb.): to (not *with*)  
**mastery** (n.): of [a skill or knowledge]; over [people]  
**militate** (vb.): against [a harsher outcome]  
**mitigate** (vb.): *none* (transitive)  
**oblivious** (adj.): of (preferred), to [a danger; an opportunity]  
**off** (prep. & adv.): *none* (not *of*)  
**predilection** (n.): for [a preferred thing]  
**predominate** (vb.) (not transitive): in, on, over [a field; rivals]  
**preferable** (adj.): to (not *than*); over [an alternative]  
**pretext** (n.): for [a true intention]  
**reconcile** (vb.): with [a person]; to [a situation]  
**reticent** (adj.): about [speaking; a topic]  
**sanction** (n.): for [misbehavior]; of [a sponsoring body]; to [a person; an event]  
**shiver** (vb.): from [cold]; at [something frightening]  
**stigmatize** (vb.): *none* (transitive); as [dishonorable]  
**subscribe** (vb.): to [a periodical or an opinion]; for [stock]  
**trade** (vb.): for (“swap”); in (“sell”); with (“do business with”); at (“patronize”); in [certain goods]; on (“buy and sell at”)  
**trust** (n.): in [faith]; for (“beneficial trust”)  
**undaunted** (adj.): in [a task]; by [obstacles]  
**unequal** (adj.): to [a challenge]; in [attributes]  
**used** (adj.): to (“accustomed”); for (“applied to”)  
**vexed** (adj.): with [someone]; about, at [something]