NEW HART'S RULES



The Oxford Style Guide

Compiled by experts, this essential handbook provides all the information you need to write and prepare text for print or electronic publication. This major new edition has been heavily revised and updated and reflects both traditional concerns as well as the ever-expanding influence of new technology on publishing. Areas covered include:

- Publishing terms: know the language
- · Punctuation and hyphenation: understand the issues
- Headings and titles: structure your text coherently
- Notes and references: give clear citations to print and electronic sources
- · Illustrations and tables: produce useful and high-quality images
- · US and UK English (NEW): adapt your text to its audience

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Contents

	Editorial team	ix
1.	The parts of a book	1
2.	Preparing copy	26
3.	Spelling and hyphenation	48
4.	Punctuation	69
5.	Capitalization	94
6.	Names	107
7.	Italic, roman, and other type treatments	127
8.	Work titles in text	136
9.	Quotations and direct speech	160
10.	Abbreviations and symbols	174
11.	Numbers and dates	186
12.	Languages	205
13.	Law and legal references	253
14.	Science, mathematics, and computing	266
15.	Lists and tables	299
16.	Illustrations and artwork	313
17.	Notes and references	330
18.	Bibliography	346
19.	Indexing	377
20.	Copyright and other publishing responsibilities	395
21.	US and British English	407
	Proofreading marks	424
	Glossary of printing and publishing terms	429
	Index	437