



The House of History
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FRANKLIN COUNTY HISTORICAL & MUSEUM SOCIETY

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The Schryer Center
Historical & Genealogical Research

Designated Franklin County Historian by the Franklin County Legislature
Designated Town & Village Historian for Malone, NY

GUIDELINES FOR AUTHORS

We encourage the submission of articles for consideration. The resources of the Society, including volunteer helpers, are available to aid authors in research and editing. Deadline for the next issue is July 1, 2017. In most cases, articles should be limited to 3500 words. The Editorial Committee may ask authors to make changes in their submissions, including shortening them if they exceed 3500 words.

Articles based on historical research or on personal reminiscences will be considered for publication. All submissions should relate to some aspect of the history of Franklin County. Genealogy articles will only be considered if they illustrate some point of general interest such as a research method or tool that is likely to be of use to others.

The Committee requests that, if possible, submissions be made digitally via attachment to an email in a format comparable to Microsoft Word or Rich Text Format (RTF) for text. Relevant pictures are welcomed and should accompany submitted manuscripts, preferably in JPEG format with a resolution of at least 300 dpi (dots per inch). Submissions and questions may be addressed to us at fcohms@northnet.org <<mailto:fcohms@northnet.org>> .

Articles based on historical research must cite sources. This is important especially when the author is interpreting historical events, places or persons. Assertions should be based upon supportive evidence rather than personal beliefs, although, if so noted, opinions may be acceptable.

Sources should be cited with sufficient specificity that readers can locate them either to verify their accuracy, come to their own conclusion about the evidence, or pursue the topic further.

Research articles must be accompanied by a bibliography consisting of sources actually cited in the articles footnotes. For help in citing sources correctly, see the next article below, entitled "What's Your Source for That?"

The style of submissions is generally left to the author as long as there is consistency. For help with the writing of citations, please note the following online tools can be helpful: <http://www.noodletools.com/noodlebib/express.php>, or Zotero, described by Wikipedia as "free and open-source reference management software to manage bibliographic data and related research materials (such as PDF files). Notable features include web browser integration, online syncing, generation of in-text citations, footnotes and bibliographies, as well as integration with word processors (such as Microsoft Word."

The Editorial Committee is pleased when authors, especially those new to the writing of history, are willing to work with us so the work will be well-suited to our readership.

The FHR Editorial Committee

“What’s Your Source For That?”

The editors offer the following explanation to guide authors

“Where did that statement come from?”

“How do I know it’s true?”

“Where can I find more about this topic?”

These are questions that readers often want to ask of authors who have written historical articles. They are good questions. The answers are in the sources that authors cite in their articles.

Citing a source simply means telling the reader where a fact or statement came from, usually in a footnote, in which the source is mentioned. The sources are then listed at the end of the article in a “Bibliography” or “Sources Consulted” section.

Of course, there are different kinds of articles. The *Franklin Historical Review* publishes both historical research articles and memory pieces each year. Memories are just that, and an author’s memories rarely need to be supported by citing a source.

Articles based on historical research, however, do need to cite sources, since they often report events or make controversial statements. Historical events can often be understood in very different ways. Therefore, authors should tell readers what support there is for their statements. The location of a source should be given so the reader can locate it, either to verify its accuracy or to pursue the topic further.

When historical articles are submitted for publication, the editors of the *Review* require sources to be named in footnotes, and also the following in the bibliography at the end:

- 1) For printed sources: author, title, date, publisher’s name and location. (If it is a periodical, the volume, number and pages should be added.) Names of books and periodicals should be *italicized*, while titles of articles should be in “quotes.”
- 2) If the source is the Internet, the citation should include the URL, the organizational sponsor of the site, and the actual author or source of the information used.
- 3) If the source is an interview or personal document (such as a diary), the name of the provider, date, and occasion should be given, along with whatever other relevant information would add authenticity to the information used.

We prefer footnotes to endnotes, for the convenience of the reader. Citations of published sources within footnotes can be extremely simple. Since the full source is listed at the end of the article, the footnote can simply give the author’s name along with publication date and page number. The reader will know where to look for the full citation.

We invite your questions and comments about the use of sources.