

Grateful Dead Studies Style Guide

General Rules

Punctuation

We follow the *Chicago Manual of Style*, 16th or later edition, with a few exceptions:

Comma

Use the oxford comma (e.g., “time, manner, and place” not “time, manner and place”).

Ellipses

We use the three-dot rule, not four; use a space before and after the ellipses:

Godchaux commented, “We often discussed that ... But we never agreed.”

Dates

Use Month, Day, Year, format: “February 14, 1968, is when ...” *not* “14 February 1968 is when ...”

Numbers

Spell out numbers less than 100 in text.

fifty-eight times (*not* 58 times)

101 strings (*not* one-hundred and one strings)

1001 nights

Time

In text, specific times do not need to be spelled out.

6 min., 58 sec. (*not* six minutes, fifty-eight seconds)

Musical Notation

Use Unicode sources for symbols. In general, typesetting musical notation is complex, and even more challenging in an interdisciplinary context; work with the editor in advance to ensure a smooth process. A useful example is Mel Backstrom’s essay in Vol. 4 of the journal, found [here](#).

Italics

Foreign language words and phrases and most Latin terms are italicized in order to minimize misunderstanding:

sine qua non

ne plus ultra

Common terms need not be italicized:

status quo

tête-à-tête

ur- (e.g., ur-text, ur-belief)

Hyphens

Use the Merriam-Webster dictionary (www.m-w.com) for general questions. In general, commonly hyphenated terms tend to lose their hyphens over time; hyphens should be used sparingly and only when there is risk of misunderstanding:

coproducer (*not* co-producer)

cocreator (*not* co-creator)

multivoice (*not* multi-voice)