

## **XXXX style sheet**

This manuscript has been copyedited using *Style manual for authors, editors and printers*, sixth edition, as a base style guide. The primary dictionary used for spelling and hyphenation decisions was *Macquarie Dictionary Online*, and the secondary dictionary was the *New Oxford Dictionary for Writers and Editors*. Clarifications and departures from those sources, in accordance with author preference, are listed below.

### **Word and Style Consistency List**

A-V node	Bachvarov, Yevgeni	collarbone
airship	bain't	<i>coup de coeur</i>
Almighty (as in God)	beeline	Creator (as in God)
anaesthetic	bluebird	curtsey
Angel of Death	bluish-silver	daughter (term of endearment)
ash-blue	burnt (adjective)	dean (regular noun)
ass (donkey)	calfskin	Etc.
auld	chesterfields	

### **Punctuation & Grammar**

- single quotation marks for dialogue
- Etc.

### **Formatting and Microsoft Word Styles**

- Chapter title style for chapter numbers
- Etc.

### **Style rules for numbers:**

Most numbers are spelled out in fiction. Arabic numbers for the following exceptions:

- numbers 101 and above, excluding two-digit numbers followed by thousands, millions, etc., (e.g. 2,204, but twenty-two thousand), and no superscript with ordinals (101st, not 101<sup>st</sup>)
- Etc.