ARMAX
The Journal of Contemporary Arms

Author Guidelines

Version 1.3 (March 2021)

1. About the Journal

Armax: The Journal of Contemporary Arms is the peak international publication promoting the scholarship of contemporary arms. As a core discipline within the field of arms and armour studies, the study of contemporary arms engages with a broad range of academic areas including history (particularly contemporary, military, science, and technology history), war and conflict studies; ballistics; design and technology studies; museum studies; and forensic science. *Armax* is published by Helios House Press on behalf of the Cody Firearms Museum, with two issues annually. All research submissions are double-blind peer reviewed.

2. Submitting & Modifying the Manuscript

Your manuscript should be submitted to *Armax* in a finalised state, immediately ready for editorial review, peer review, and copy-editing. Once your manuscript is submitted, it enters Helios House Press' publications process.

You can submit your manuscript directly to: **armax@helios.house**

2.1 The Publications Process

The publications process, as it concerns authors, is broadly broken down into six steps, as follows:

1. **Preliminary review** The manuscript draft is reviewed by the Editor and/or Associate Editor to ensure it broadly aligns with the goals and intent of the Journal. At this stage, the manuscript may be accepted for publication or rejected. Alternatively, the author may be requested to make substantive adjustments to the manuscript to address structural changes. *The author should respond to any queries and make structural adjustments as necessary. A revised manuscript should be re-submitted, if requested.*

2. **Technical review.** Once accepted for publication, the editorial team will review the publication and provide general comments and changes suggested before submission to peer reviewers. These are generally minor. *The author should respond to any queries and submit a revised manuscript if requested.*

3. **Peer review.** The draft is reviewed by two or more internal or external subject-matter specialists to ensure it is factually correct. *The author should respond to reviewers' and editors' queries regarding factual accuracy, completeness, and methodology. After incorporating these comments into the draft, the author submits a revised manuscript.*

4. **Copy-editing.** The draft is copy-edited for style and substance by one or more copy-editors. *The author responds to queries, approves changes, and submits a revised manuscript.*

5. **Proofreading.** The manuscript is laid-out for publication, and proofs are circulated. *The author closely checks and approves the proofs, including approving any proofreader's edits, if present. At this stage, only minor corrections can be incorporated.*

6. **Publication.** The manuscript is published in the print edition of Armax, as well as being listed on the Journal website.

2.2 File Formats & Versioning

2.2.1 Manuscript format.

The manuscript should be submitted as a Microsoft Word document in .doc or .docx format. Please note that products other than Microsoft Word are often able to export documents in the required format. 2.1.2 Image & figure formats.

2.2.2 Figure formats.

Images should be supplied to *Armax* in a standard format such as JPEG, or PNG unless otherwise agreed upon.

2.3 Naming Files

2.3.1 Manuscript filename.

The filename for the manuscript should follow the format:

[YYMMDD] [FILE NAME]_ver[X.Y] [AUTHOR INITIALS]

> Example: 190901 *Armax* Style Guide_ver1.3 NRJJ.docx

2.3.2 Versioning.

The manuscript file name should be updated each time it is modified by another party in the publications process. In each case, the version number should be increased by one (ver1.2, ver1.3, ver1.4, etc.). No round numbers (e.g. ver3.0) are used.

2.3.3 Image & figure filenames.

Image and figure filenames may follow any logical format. They should include the source or credit for the image or figure in parentheses.

2.3.2 Image & figure formats.

Images should be supplied to *Armax* in a standard format such as RAW/CR2, JPEG, or PNG unless otherwise agreed upon. Figures inserted natively in Microsoft Word may be submitted embedded into the document. For all other formats of figures or supplemental material, please contact the editorial team before submission.

2.4 Modifying the Manuscript

2.4.1 Track Changes.

When editing the manuscript once the draft has first been structured and submitted (i.e., from version 1.x and beyond), please ensure the 'Track Changes' function in Microsoft Word is enabled.

2.4.2 Comments.

The 'Comments' function in Microsoft Word should be used to address any substantial changes, or when querying fellow authors or the editorial staff, reviewers, or others. You should respond to all comments where possible, unless they are specifically directed at other parties.

2.4.3 Highlighting.

Highlighting may be used to draw participants' attention to areas of the manuscript where comments may not be appropriate (e.g., in the case of multiple queries of the same type). Highlighting may also be used within comment bubbles for clarity. Please use highlighting in the text as follows:

Yellow – for the author's attention;

Green – for the editor's attention (including fact-checking issues);

Cyan – for the layout designer's attention (placement of figures, etc.); and

Pink – for other purposes.

3. Preparing the Manuscript

3.1 Structuring the Manuscript

Your manuscript should be structured as follows:

Title
Author name
Abstract
Keywords
Introduction
Main text
      Figures (in main text, with captions)
Appendices (as appropriate)
Declaration of interest statement (as appropriate)
About the author

3.2 Title
You should select an appropriate title for your manuscript that is not overly long. If you wish to include a subtitle, it should be separated from the title by a colon, not an en dash, em dash, or hyphen.

3.3 Author Name
You should include your name formatted exactly as you wish it to be printed in the published Journal. If you have two versions of your name you would like included (e.g., a rendering in a non-English language as well as an anglicised version), please contact the editorial team directly.

If you are unsure on the correct authorship attribution for your article, or if there is an authorship dispute, please let the editorial team know. You may find this guidance from the Committee on Publication Ethics helpful:

[How to handle authorship disputes: a guide for new researchers](#)

3.4 Abstract
Your manuscript should include an abstract of approximately 100–200 words in length. This should summarise your article in its entirety, from introduction to conclusion, in an accessible format. It should not include abbreviations, citations, or notes.

3.5 Keywords

Your manuscript should include four to six keywords, which can be used to help categorise and classify the article. These should focus on the terms related to the main topic of your research, and should usually include at least one term identifying the broad category of arms you are writing about (e.g., 'self-loading rifles') and one term identifying the historical period or conflict under consideration (e.g., 'Second World War').

3.6 Main Text

This be of an appropriate length for your submission type (see below) and should be prepared according to the rules of style outlined in this guide. The general tone of writing should be formal and authoritative. Direct addresses to the reader should generally be avoided, and the author should refer to themself in the third person.

> Example: This author has not yet seen evidence to support Brown's claims, however.

> Example: The authors are continuing to expand their dataset wherever possible.

The main text should include footnote citations throughout, where appropriate (see below).

3.7 Figures

These should be prepared in accordance with the rules of style contained in this guide. Figures should be inserted in the text where (approximately) appropriate, and each should be given a figure number, caption, and source.

3.7.1 Figure Numbers & Captions.

Figures, tables, and maps should be numbered using a simple sequential order, beginning with 'Figure 1'. All figure types are numbered together, and referred to as 'Figures' in the text.

All figures must have captions. Captions should be written in italicised text, with the source(s) in parentheses. A source either follows a standard reference format (see §7) or indicates and individual or institution. The numero symbol (№) is used in place of the word 'number' or the abbreviation 'no.'.

Where known, museum object numbers (or similar unique identifiers) should be included. The format for this is:

> [Caption text] (source: [source name, object number]).

> Example: **Figure 1** *A Type 1 Martini-Henry rifle produced by the Kabul Arsenal. Note the early style of markings (source: Easley & Jenzen-Jones, 2020).*

> Example: **Figure 2** *Cross-sectional diagram showing the interrelationship of the trigger, disconnector pawl, 'tripper' (trigger plate), sear, and hammer of the AN-94 (source: European patent EP0985127B1).*

> Example: **Figure 3** *A Russian-contract Winchester Model 1895 Musket. Note the charger guides either side of the receiver (source: Cody Firearms Museum, object № 1988.8.1287).*

3.8 Appendices

If appropriate, any appendices should be included following the main text. These should be assigned sequential letters, starting with 'A'. Each appendix should be referenced in text at least once. Please note that, with the exception of data appendices, appendices count toward the publication word limits outlined.

3.9 Declaration of Interest Statement

If you or your co-author(s) have any potential conflicts of interests—including a financial, commercial, legal, or professional relationship with other organisations that could influence your research—this should be declared here. The editorial team can advise on the format of this statement. **When in doubt, declare potential conflicts of interest.**

You may find this Columbia University web page, 'Conflicts of Interest', useful in identifying potential conflicts of interest:

[Responsible Conduct of Research – Conflicts of Interest](#)

3.10 About the Author

You should include a brief 100–200 word biographical 'sketch' of your educational, professional, or other relevant background at the end of the manuscript. This should be clearly titled "About the Author" and should commence with your name (e.g., "Morton Menigmand is the Director of Research for...").

4. Spelling & Word Choice

4.1 American vs. British English

By default, *Armax* uses British spelling, except where referring to proper nouns. E.g. "the Australian Department of Defence". Authors may elect to publish in American English by contacting the editorial team directly.

4.2 Foreign words

Italicise foreign words which are not in common English usage, in the first instance. The translation should follow in brackets. Subsequent usage should not be italicised.

> <u>Example</u>: The German *Sturmgewehr* (literally 'storm rifle'; now commonly translated as 'assault rifle') influenced the development of automatic rifles after the Second World War. The Sturmgewehr, whilst important, was not...

4.3 Abbreviations & Acronyms

Abbreviations/acronyms should be written out in full in the first instance, with the abbreviation or acronym in parentheses. Generally, the acronym should be preferred on subsequent usage. The acronyms 'UK', for 'United Kingdom', and 'U.S.', for 'United States', do not need to be established upon first use.

Do not use full stops to separate letters in an acronym, with the exception of 'U.S.'. The acronym 'U.S.' should only be used in the adjective form; spell out 'United States' when using the noun form.

4.4 Lists

Alphabetise lists unless another order is significant. Use a comma before all instances of 'and' and 'or' in a series of three or more items (e.g., Brown, Jones, or Smith; red, white, and blue).

4.5 Currency

Use ISO 4217 three-letter currency codes to refer to all currencies. Introduce the currency in full in the first instance of use. You may wish to follow any non-USD sum with the approximate USD equivalent (either in parentheses or separated by other punctuation, as appropriate).

> Example: The rifles were sold for 36,000 Indian Rupees (INR), or approximately 500 USD.

> Example: A fee of 50 GBP (62 USD) was charged for each applicant.

4.6 Dates

Use the format [DATE] [Month] [YEAR] for dates (e.g., 22 March 2011).

4.7 Seasons

The seasons used are spring, summer, autumn, and winter. The seasons are not proper nouns and do not require capitalisation. The term 'fall' is not used in place of 'autumn'.

4.8 Referring to Conflicts

4.81. Names of conflicts & actors.

The names of conflicts may be different from the perspective of different warring parties or observers. The same can also be true for names given to describe a party to a conflict, including non-state actors. Generally, western (U.S. or British) names are preferred, although in many cases it may be appropriate to include alternative names as well. The editorial staff may make suggestions for modification of terminology in line with *Armax* style when reviewing your manuscript.

4.8.2 Years of conflicts.

When first mentioned in text, years of a given conflict should be included in the running text, or in parentheses. Ensure that years given as a range are separated by an en dash (see §5.1 Hyphens & Dashes), rather than a hyphen. Where applicable, years given for a war or wars taking place over multiple years should be separated by a semicolon.

> Example: The Second Anglo-Afghan War, fought between 1878 and 1880, resulted in an influx of Martini-Henry rifles into Afghanistan.

> Example: Analogous tactics were used in both the Crimean War (1853–1856) and the American Civil War (1861–1865).

> Example: Prussian forces, using their Dreyse rifles, won a series of remarkable victories against Denmark in the Schleswig Wars (1848–1852; 1864).

4.9 Measurements

4.9.1 Units of Measurement

Generally speaking, metric units (*Système international*; SI) are preferred over Imperial (United States Customary; USC) units. However, USC units may be more appropriate for some topics, such as where a rifle's measurements are given by the manufacture in USC. British spellings of SI units are used (e.g. 'metre' rather than 'meter'). Some typical SI (or accepted metric) units of measurements most likely to

be useful to authors are presented below. Other units, especially derived units, may be used as necessary.

SI unit	quantity (type)	Symbol
metre	length (base)	m
kilometre	length (derived)	km
centimetre	length (derived)	cm
millimetre	length (derived)	mm
square metre	area (derived)	m^2
square kilometre	area (derived)	km^2
cubic centimetre	volume (derived)	cm^3
cubic meter	volume (derived)	m^3
millilitre	liquid volume (non-SI)	ml
litre	liquid volume (non-SI)	l
metres per second	speed & velocity (derived)	m/s
kilometres per hour	speed & velocity (non-SI)	km/h
kilogram	mass (base)	kg
tonne[1]	mass (non-SI)	t
gram	mass (derived)	g
milligram	mass (derived)	mg
newton	force (derived)	N
kilonewton	force (derived)	kN
joule	energy (derived)	J
kilojoule	energy (derived)	kJ
kelvin	temperature (base)	K
degree Celsius	relative temperature (derived)	°C
candela	luminous intensity (base)	cd
lumen	luminous flux (derived)	lm
ampere	electric current (base)	A
milliampere	electric current (derived)	mA
volt	electric potential etc. (derived)	V
watt	power (derived)	W
sievert	ionising radiation dose (derived)	Sv

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[1] While not an SI unit, the tonne is still a metric unit and is widely accepted within the SI system. It is spelled 'tonne', rather than the American 'ton', to avoid confusion with the U.S. 'short ton' or British 'long ton'. Extra care should be used when converting 'tons' described in sources.

It is important to select the appropriate units for expressing measurements, and to select the appropriate units when comparing measurements expressed in both SI and USC notation or converting between them. For example, length measurements for firearms should generally be given in USC inches (rather than feet or yards) and/or SI millimetres (rather than centimetres or metres). Some suggested units for comparison between systems are given below.

Measurement	SI unit	USC or other customary unit
Length of a firearm or component	millimetres (mm)	inches (in)
Length of light and heavy weapons	metres (m)	feet (ft)
Weight of a firearm	kilograms (kg)	pounds (lb)
Weight of small-calibre cartridge, projectile, etc.	grams (g)	grains (gr)
Weight of medium-calibre cartridge	grams (g)	ounces (oz)
Weight of large-calibre ammunition	kilograms (kg)	pounds (lb)
Muzzle velocity	metres per second (m/s)	feet per second (fps)
Muzzle energy	joules (J)	foot-pounds (lb·f)
Felt recoil	newtons (N)	pounds-force (lbf)
Precision of a firearm	NATO milliradians (mil)[2]	minute of angle (MOA)
Chamber pressure	megapascals (MPa) *or* bar (bar)[3]	pounds per square inch (PSI)
Temperature (general)	degrees Celsius (°C)	degrees Fahrenheit (°F)
Temperature (scientific/technical)	kelvin (K)	N/A[4]
Ionising radiation dose	sieverts (Sv)	Roentgen equivalent man (rem)

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[2] Note that the NATO milliradian is not exactly equivalent to an SI milliradian, but is the preferred measurement for expressing precision or in other expressions related to gunnery/targeting.

[3] Note that while the bar is used to express chamber pressure by some international organisations, such as the C.I.P, megapascals are generally preferred.

[4] Temperature may be expressed in Kelvin where appropriate, but conversions to °C (and, if appropriate °F) should be included.

Units from earlier versions of the SI or USC systems, colloquial, and shorthand forms of units should not be used. Some examples of such, and the correct alternatives, are presented below:

Deprecated term or symbol	Correct unit
kilo	kilogram (kg)
calorie	Joule (J) (if used in physics)
candle or candlepower	candela (cd)
centilitre	millilitre (ml) or litre (l)
fermi	femtometre (fm)
micron	micrometre (µm)
millimicron	nanometre (nm)
millimetre of mercury (mmHg)	pascal (Pa)
kilogram-force (kgf or kg$_F$)	newton (N)

4.9.1 Conversions and rounding.

Whether presented in SI or USC units, figures will sometimes need to be converted to the other system. That conversion should be presented in parentheses. The exception to this rule is when a measurement is given in a direct quotation. In these cases, the conversion may be presented in brackets, but only where it significantly aids clarity for the reader (such as when an archaic unit of measurement, like a bushel or furlong, is used).

When converting between SI and USC units or vice versa, resultant figures will often need to be rounded. The number of significant digits retained must be such that accuracy is neither sacrificed nor exaggerated.

5. Grammar

5.1 Hyphens & Dashes

5.1.1 Hyphens.

The hyphen is the shortest of the dashes used. It is most often used to create compound words (e.g., nose-cap, bolt-action, etc.). Several common firearms terms are compound words. *Armax*'s preferred rendering of these words is listed in *6.2 Names for Common Firearms Components*. Generally, you should hyphenate two or more words when they come before a noun, modify that noun, and convey a single idea.

> Example: A craft-produced shotgun was recovered from the scene.

> Example: Several short-range rockets were fired on their position the following day.

> Example: The machine gun had a relatively short range, and was soon deemed unsuitable.

Compound words often begin with 're'. For words beginning with 're', use a hyphen only where the 're' prefix means 'again' AND where omitting the hyphen would cause confusion with another word.

> Example: German forces were able to recover a number of unexploded munitions.
> *'Re' does not mean 'again', so do not hyphenate.*

> Example: The rifles were later renumbered.
> *'Re' means 'again' but it does not cause confusion with another word, so do not hyphenate.*

Example: The discarded bases were later re-pressed into the desired shape.
'Re' means 'again' AND omitting the hyphen would cause confusion with another word, so do hyphenate.

Note that the adverb 'very' and adverbs ending in 'ly' are not hyphenated.

Example: The result of development was a finely tuned fuze.

Example: This very well-made handgun was later adopted by the Swiss military.

Hyphens are also used when writing out compound numbers between twenty-one and ninety-nine.

5.1.2 En dashes.

En dashes are used to separate a range of numbers or dates.

Example: The sights are marked from 200–800 metres.

Example: He later fought in the Second Anglo-Afghan War (1878–1880).

Example: (Ferguson, 2020, pp. 301–304).

5.1.3 Em dashes.

Em dashes are very versatile punctuation marks, and may be used in place of colons, commas, and parentheses. In order to maintain clarity, however, the em dash should generally not be used more than twice per sentence. Except when used singly as a dividing mark in titles, something *Armax* does not accommodate, em dashes should never be used with spaces.

Example: The general—whose long career commanded great respect—refused to go along with the decision.

Example: With its intermediate-calibre cartridge, select-fire capability, and detachable box magazine the *Sturmgewehr* became the forefather of a whole new class of weapons—the assault rifles.

5.2 Quotation Marks

5.2.1 Quoting speech or text.

Double quotation marks are used when quoting speech or text. Single quotation marks are used in the case of quotations within the original quotation.

Example: "The Colonel has a prior obligation, but asked me to say 'thank you for your interest in the project' and to extend an invitation to you for the next range day".

5.2.2 Punctuation and quoted text.

Unless the punctuation is part of the quoted text, it is placed outside the quotation marks.

Example: "The targets were engaged in a responsible manner", according to General Mboto.

5.2.3 Special uses.

Single quotation marks may be used to indicate unfamiliar technical terms, emphasis (especially when writing about words or letters), colloquialisms, sarcasm, or other variations from standard usage. When referring to ('quoting') markings on a weapon, *Armax* prefers the use of double quotation marks.

> Example: The pawl plunger engages as it slips off the back of the 'long cam' on the trigger plate, which occurs at the rearward stroke of the cycle in automatic mode.

> Example: There has also been speculation regarding the etymology of the term 'bullpup'.

> Example: The receiver is stamped with "ETS" for 'Extreme Target System'.

5.3 i.e. and e.g.

Both e.g. and i.e. are abbreviations for Latin terms. E.g. is the abbreviation for *exempli gratia* and means 'for example'. I.e. is the abbreviation for *id est* and means 'in other words'.

Both are considered interrupting words within a sentence. As such, they should be used with punctuation on both sides. Commas, parentheses, em dashes, or other punctuation may be appropriate.

In most cases, a comma should also be included directly after these abbreviations.

> Example: Several components (e.g., bolt, firing pin, barrel band, etc.) are marked with the last three digits of the weapon's serial number.

> Example: British forces conducted an amphibious landing supported by armoured vehicles and aircraft (i.e., a modern 'combined arms' operation).

> Example: It was determined that the rifle must have a fixed barrel—i.e., not be recoil-operated.

5.4 Numbers

Single-digit numbers should be spelled out in full (one, two, three). Numbers of two digits or more should be written as numerals (10; 100; 1,000).

5.4.1 Decimals and fractions.

When expressing parts of a whole number with numerals, decimals are preferred (10.6, 150.35). Fractions may be the more appropriate choice in some cases, however, such as when used in running text.

> Example: Sales volume later increased to one-and-a-half times that of the 2015 calendar year.

5.4.2 Percentages.

Per cent is an abbreviation for the Latin *per centum* ('per one hundred'). When expressing a percentage, use the form 'four per cent', rather than 'four percent'. The form 'per cent.' (with a full stop) is not preferred.

> Example: Following the modification, the precision of the M777 was found to be improved by some 12 per cent.

5.4.3 Numero symbol.

The numero symbol (№) is used in place of the word 'number' or the abbreviation 'no.' when used in citations or captions. In running text, the word 'number' is spelled-out in full.

6. Arms & Munitions Terminology

6.1 Describing Small Arms & Light Weapons

Careful attention should be paid to describing arms and munitions in a precise, technically correct manner. The Journal has adopted the terminology of the Armament Research Services *Arms & Munitions Classification System* (ARCS). ARCS allows for the classification of arms and munitions at various levels (see *Figure 6.1*). For the purposes of describing small arms, authors will most often use terms from the 'class', 'group', and 'sub-group' levels. These are illustrated in *Figure 6.1*. Sub-group terms (e.g., 'self-loading rifle') are the preferred terms in most cases. However, terminology specific to the period or weapon(s) in question should be preferred in your article if more appropriate. For example, whilst ARCS does not make use of the term 'carbine', if this term was how a weapon was commonly known or sold during its day, the use may still be appropriate.

As with any technical writing, key terms should be defined within your article, either in the main text or in a footnote, as appropriate.

When describing light weapons or larger systems, refer to the editorial staff for preferred terminology.
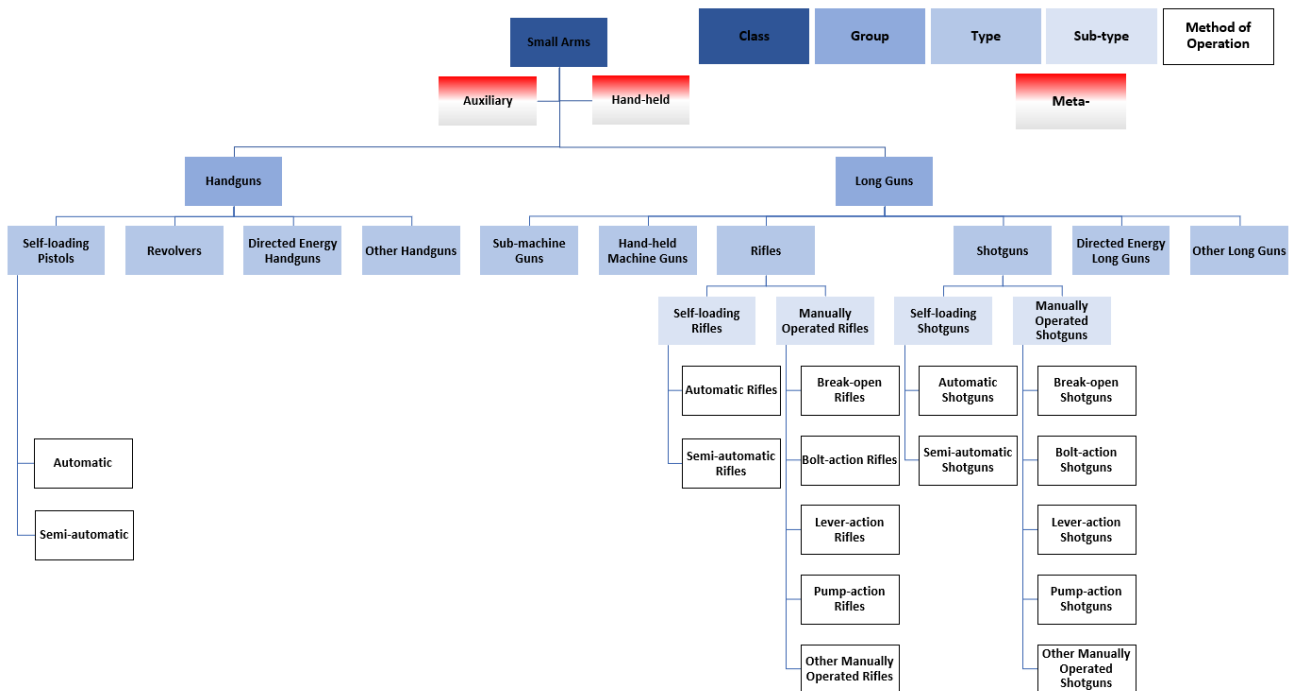
Figure 6.1 *The ARCS classification schema, from the broadest categories (top) to the most specific (bottom) (source: ARES).*

6.2 Names for Common Firearms Components

A number of common firearms components can be written as compound words. The following renderings are preferred:

Preferred	Alternative	Deprecated
automatic		auto; fully-automatic; full auto (etc.)
automatic-fire sear	'auto sear'	auto-sear
barrel band		barrelband; barrel-band
bolt-action		bolt action
bolt head		bolthead; bolt-head
buttstock		butt-stock; butt stock
chambered for		chambered in
cocking piece		cocking-piece
fire selector		fire-selector
firing pin		firing-pin
fore-end		forend; fore end
front sight		front-sight
handguard		hand-guard; hand guard
length-of-pull		length of pull
lever-action		lever action
nocksform	Nock's form	knock's form; knocksform; knoxform (etc.)
nose-cap		nosecap; nose cap; end-cap; end cap
pistol grip		pistolgrip; pistol-grip
precision guided		precision-guided
rear sight		rearsight; rear-sight
selective fire	select-fire	select fire
self-loading		self loading
semi-automatic		semiautomatic; semi automatic
sub-machine gun	submachine gun	submachinegun; sub machine gun

6.3 Suppressor vs. Silencer

The term 'suppressor' is generally preferred to 'silencer', 'muffler', 'can', 'moderator', etc. We are aware of the origins of the term 'silencer', but consider it an inaccurate technical description of the device. When describing, for example, Maxim's Silencer or a British legal requirement for a 'sound moderator', other terms may be more appropriate.

6.4 Describing Cartridges

Cartridges should be described following the procedure developed by ARES staff and outlined in Chapter 4 of *An Introductory Guide to the Identification of Small Arms, Light Weapons, and Associated Ammunition.*

A typical modern small-calibre cartridge consists of four primary components:

1. Projectile
2. Propellant
3. Primer
4. Cartridge case

In the first instance, or when the cartridge designation might otherwise be unclear, a cartridge should be described using its full notation (i.e., either metric calibre and case length, or imperial calibre and name). Unless Imperial measurements are the norm for the cartridge designation (e.g., .338 Lapua Magnum), standard metric designations (measured in millimetres) should be used. The calibre of the projectile is provided first (e.g., 5.56), followed by the cartridge case length (e.g., 45 mm). The metric designation should take the format: [CALIBRE] × [CASE LENGTH] mm.

> Example: 5.56 × 45 mm

Note that the dimension sign (×; sometimes referred to as the 'multiplication sign' in other uses) is used, rather than an uppercase or lowercase letter 'X'. Suffixes indicating case type should also be included where appropriate. The most common case type suffixes are as follows:

Cartridge Case Type	Suffix
Rimless	[No modifier]
Semi-rimmed	SR
Rimmed	R
Rebated rim	RB
Belted	B
Cased telescoped	CT
Caseless	CL

> Example: 7.62 × 54R mm.

When describing medium-calibre cartridges, refer to Chapter 5 of *An Introductory Guide to the Identification of Small Arms, Light Weapons, and Associated Ammunition.* Make sure to apply case-type suffixes as appropriate.

> Example: 40 × 46SR mm, not '40 × 46 mm' or '40mm grenade' etc.

For large-calibre cartridges or other ordnance items, refer to the editorial staff for preferred terminology.

7. Notes & Referencing

7.1 Footnote & Endnote Citations

7.1.1 Use of citations.

Armax uses endnote citations. However, for ease of editing and fact-checking, please use **only** footnotes in your draft. These will be converted to endnotes when your manuscript is laid-out. Footnotes are generally placed at the end of a sentence, unless they are explanatory notes relevant only to a part of the text, such as a foreign word (see §7.2 Discursive Notes).

7.1.2 General format.

The general format for *Armax* citations is as follows:

> [Author(s)], [Title] ([City]: [Publisher], [YEAR]).

> Example: Ian V. Hogg, *Mortars* (Ramsbury: The Crowood Press, 2001).

More specific rules and formats are outlined below. Once a citation has been included in full, subsequent usage may follow the format:

> [Author(s) surname(s)], [YEAR].

> Example: Hogg, 2001.

Any additional information, such as a page number, should be included after another comma. A citation referring to a single page should use the format 'p. [X]', while a citation referring to a range of pages should use the format 'pp. [X–Y]'. You may also refer to chapters (chap.), paragraphs (para.), and sections (§), as appropriate. Ensure you use an en dash to separate ranges of numbers (see §5.1 Hyphens & Dashes). You may separate references to separate pages, or ranges of pages, with a semicolon. Pages should be listed in numerical order.

> Example: Archibald Crichton-Rouleaux, *Treatise on the Format of Ammunition* (London: Bellweather Press, 1943), p. 8.

> Example: Hogg, 2001, pp. 45–47; 60.

> Example: Grimsbury, 1896, chap. 3, para. 5.

References should be separated by a semicolon. For references with more than one author, use an ampersand ('&') rather than the word 'and'.

> Examples: Smallwood & Weber, 2001, pp. 5–7; Yan, 2005

7.1.3 Authors' names.

Use the full given name and surname of each author (including full hyphenated names such as Kai-Uwe and Jean-Claude) unless the corresponding source only provides initials.

Foreign names should be rendered with diacritics wherever appropriate. Names written in scripts other than the Latin alphabet should be transliterated.

If you wish to include additional information, such as the identity of an anonymous or pseudonymous author, you may include that in parentheses after the author's name. Where a *nom de plume* is particularly well established (e.g., Mark Twain, Voltaire), no further information need be given. However, where the true identity of an author is not widely known, it may be more appropriate to provide further explanatory information. In this case, such information should be included separately, after the citation.

> Example: Paul French (Isaac Asimov), *David Starr, Space Ranger* (New York: Doubleday, 1952), p. 33.

> Example: An Old Punjaubee, *The Punjaub and North-west Frontier of India* (London: C. Kegan Paul & Co., 1878), pp. 122–123. 'An Old Punjaubee' was a *nom de plume* for British Army Colonel H.W.H. Coxe, who served for many years in India and was awarded the Bronze Star for his actions during the battle of Maharajpore (29 December 1843).

7.1.4 More than one author.

If there are three or fewer authors, list all authors in the order their names appear on the publication. If there are four or more authors, list only the first author (in full), followed by '*et al.*'.

> Example: Pedro Pérez, Jonathan Ferguson & N.R. Jenzen-Jones, *Black & Grey: The Illicit Online Trade of Small Arms in Venezuela*, Research Report № 10 (Perth: Armament Research Services, 2020), p. 18.

> Example: Rose P. McMurty *et al.*, 'Stress Fractures in Non-ferrous Ballistic Plates', *International Journal of Ballistic Protection*, Vol. 5 № 4 (2016).

7.1.5 Editions.

If an edition other than the first is specified, insert this information after the title.

> Example: Michael Greene, *In the Face of War*, 3rd edition (New York: Harlem Old Press, 2012), p. 56.

If an electronic edition of a book is being used, relevant information can be appended in brackets after the publishing information. Note that page numbers are not given in some digital editions, and so references by chapter (chap.) and paragraph (para.) may be necessary.

> Example: Herbert G. Houze, Winchester Repeating Arms Company (Iola: KP Books, 2004) [Kindle edition], chap. 5, para. 61.

7.1.6 No date.

Where no date is available for a source, use the abbreviation 'n.d.' for 'no date'.

> Example: *EM2 Rifle Trials*, Memorandum No. D.7 (London: Army Operational Research Group, n.d.).

7.1.7 Series.

If the work is one instalment in a series, note that information after the title.

Example: Timothy Yan, *The Chinese QLZ87 Automatic Grenade Launcher*, Arms & Munitions Brief № 1 (Perth: Armament Research Services, 2014).

7.1.8 Editors and translators.

If a work has an editor rather than author, include 'ed.' in parentheses. For a translator, use 'trans.'.

Example: John McDonald (ed.), *The Shining Seas: Maritime Theory in 17ᵗʰ Century Scotland* (Edinburgh: Cranston House, 1992).

Example: Seamus Haney (trans.), *Beowulf: A New Verse Translation* (New York: Norton W.W. & Co.), p. 51.

If editors or translators are listed in addition to an author, include a parenthetical after the publication title with their name(s) and the expression 'ed.' or 'trans.', as appropriate. For multiple editors, use 'eds.'; for multiple translators, use 'trans.'. When editor or translator information is included in parentheses, only initials are used for given names.

Example: Purwalelana, *The Javanese Travels of Purwalelana: A Nobleman's Account of his Journeys Across the Island of Java, 1860–1875* (J.E. Bosnak & F.X. Koot, trans.) (London: Hakluyt Society: 2021), p. 187.

7.1.9 Chapters in edited volumes.

Example: Jacklyn Cock, 'A Sociological Perspective on Small Arms Proliferation in South Africa' in *Small Arms Control: Old Weapons, New Issues* (Jayantha Dhanapala *et al.*, eds.) (Aldershot: Ashgate, 1999).

7.1.10 Journal articles.

Italicise the journal name, and include details of volume and number (or issue) where given. Use the numero symbol (№) in place of the word 'number' or abbreviations such as 'no.'. Include the year of publication in parentheses, if known. The month may be included for monthly publications. If you are referring to the article in its entirety, provide its entire page range.

Example: N.R. Jenzen-Jones, Vernon Easley & Miles Vining, 'Panāh-pur: A history of the Martini rifle in Afghanistan, 1878–1925', *Arms & Armour*, Vol. 17 № 1, pp. 80–106.

Example: Joseph S. Gordon, 'German Unification and the Bundeswehr', *Military Review*, Vol. LXXI № 11 (January 1991), p. 27.

7.1.11 Magazine articles.

Italicise the publication name and include the issue number (or season) if given. Include the year of publication in parentheses, if known. The month may be included for monthly publications. If you are referring to the article in its entirety, provide its entire page range.

Example: Mathieu Willemsen, 'De Nederlandse bewapening op Nieuw Guinea', *SAM Wapentijdschrift*, № 126 (2003), pp. 26–30.

7.1.12 Newspaper & online news articles.

Italicise the publication name and include the full publication date. If you accessed a digital (online) edition, include that information prior to the date. If the article is attributed to an author use the following format:

> Example: James Rupert, 'Diamond Hunters Fuel Africa's Brutal Wars', *Washington Post* (16 October 1999).

If the article is not attributed to an author:

> Example: 'President Fires a Warning Shot Across Yemenis' Guns and Drugs Culture', *Financial Times* (digital edition: 13 February 2000).

7.1.13 Book reviews.

Refer to a book review by placing the reviewer's name first, followed by a review title (if present), and then the phrase 'review of' preceding the book title. The title of the book under review should be italicised, with its author(s) listed in parentheses. Only first initials are given for authors listed in parentheses. If the work under review has more than three authors, list only the first, followed by '*et al.*'.

> Example: Jack Shanley, review of *A History of the Small Arms Made by the Sterling Armament Company: Excellence in Adversity* (P. Laidler, J. Edmiston & D. Howroyd), *Armax: The Journal of Contemporary Arms*, Vol. VII № 1, pp. 97–98.

7.1.14 Correspondence.

When citing correspondence, whether written or digital, use the following format:

> [Author] to [Recipient], ['Title' (if given)] (*in litt.*, [DATE/YEAR]).

> Example: R.K. McTavish to Graeme Brown, 'A new order' (*in litt.*, 14 July 1940).

For digital correspondence, the title is the subject line of the email or equivalent. You may include additional information about correspondents within parentheses, if necessary.

> Example: J.E. Otterson to Mr. Bacon (export department, J.P. Morgan & Co.) (*in litt.*, 4 May 1916).

7.1.15 Web pages and weblogs.

Web pages can generally be cited using the following basic format:

> [Author (if given)], ['Page Title'] ([DATE/YEAR]), <[URL]>.

If an author is not given and the content is clearly associated with the owner(s) of the website—for example, on a corporate site—that name may be given instead. The date or year given should be either the listed published date or the most recent 'modified on' date listed on the website. If a website does not give either of these, use 'n.d.' and provide the date on which you accessed the site in brackets, following the URL.

> Example: Jon Mikkelsen, 'About me' (4 October 2009), <http://www.jonmikkelsenmarksman.com/about>.

Example: Glock Inc., 'Our Safe Action System' (n.d.), <https://us.glock.com/en/learn/glock-pistols/safe-actionsystem> [accessed 1 January 2021].

Where a weblog has a name that is distinct from the website or where it is well established as a regular outlet for specialist content, treat it in the same way as a digital edition of a print publication (e.g., newspaper).

Example: G. Hays, 'Multiple 3D-printed Firearms Seized in Sydney, Australia', *The Hoplite* (digital edition: 11 August 2020), <https://armamentresearch.com/multiple-3d-printed-firearms-seized-in-sydney-australia/>.

7.1.16 Online videos & podcasts.

When citing a video or podcast hosted on a sharing site (e.g., YouTube, Podbean), use the following format:

[Author], ['Video Title'] ([DATE/YEAR]), <[URL]>.

Example: British Pathé, 'Malayan Emergency (1950–1959)', <https://www.youtube.com/watch?v=wlJZoT0dtp4>.

It may be appropriate to include a series or episode name and/or number, if applicable. When referring to a specific portion of a longer video or podcast, you may choose to include a timestamp in the format [HH:MM:SS], omitting hours if necessary.

Example: C&Rsenal, 'Small Arms of WWI: Norwegian Krag Carbines', Primer 135 (8 December 2020), <https://www.youtube.com/watch?v=c-zF9tQd-fI>, 1:01:12.

Example: Danny Michael & Matthew Moss, 'Was Winchester Clairvoyant?', *History Unloaded*, episode 4 (19 November 2020), <https://historyunloaded.podbean.com/e/episode-4-was-winchester-clairvoyant/>.

7.1.17 Translations.

Always include the full publication title in the language and script it is written. You may provide a translation in brackets, if you wish. Note that some scripts, such as Cyrillic, should not be italicised in normal usage. Translations should still be italicised, as appropriate.

Example: Philippe Régenstreif, *Munitions Sovietiques et Des Pays de l'Est* (Paris: Crépin-Leblond, 1983).

Example: Oleg Malchenko, Арсенали українських замків XV–XVII століття [*Arsenals of Ukrainian Castles of the XV–XVII Centuries*] (Kyiv: M.S. Hrushevsky Ukrainian Institute of Archeology and Source Studies, 2004), pp. 305–312.

7.1.18 Source location information.

You may include additional information on locating physical sources by appending 'available via:' and the name of the archive, collection, or location in question. Further, specific information on locating the source (e.g., an object number or file location) should follow in brackets.

Example: 'Meeting Notes of the Standing Committee on Infantry Weapons Development' (Fort Halstead: Armament Design Department, 13 August 1943), available via: Royal Armouries Archive [340(200) EM2 S/L Rifles Box 1].

Example: J. E. Otterson to J. T. Thompson, 'Letter RE: cost of 'British Enfield' contract' (*in litt.*, 19 April 1920), available via: McCracken Research Library, Buffalo Bill Center of the West, MS 20, Series 1, Box 5, Folder 7.

7.1.19 Uniform Resource Locators (URLs).

Uniform Resource Locator (URLs) can be appended after other source information in guillemets ('< >'), but before page references or timestamps. Note that URLs are required for some types of sources (e.g., weblog articles).

Example: N.R. Jenzen-Jones, *Menace or Myth? A closer look at the "cop-killer" 5.7 × 28 mm cartridge*, Research Report № 9 (Perth: Armament Research Services), <https://armamentresearch.com/wp-content/uploads/2020/05/Ares-Research-Report-9-Menace-or-Myth.pdf>, pp. 11; 23.

Note that, when copying video URLs, you do not need to include referrer information, channel information, etc.

7.1.20 Other sources.

There are a wide range of other sources not covered herein, including feature-length films, TV programmes, photographs, lectures, and unpublished notes. If your manuscript includes citations to a handful of sources not addressed in this guide, simply highlight these in green (for the editor's attention) in your initial submission. If your manuscript includes (or will include) numerous references to source types not addressed herein, please contact the editorial team for specific guidance.

7.2 Discursive Notes

You should also use discursive footnotes (rather than endnotes) during the drafting phases. These will be converted to endnotes before publication. Notes may include in-text citations, as described above. Discursive notes may be used to provide:

(a) Additional information or suggested reading (see example 1 & 2).
(b) Explanation (see example 3).
(c) Citations for sources not following standard format, such as author interviews (see example 4).

Examples:

[1] In addition, Weber (2014, p. 2) notes that accuracy is reduced in poor meteorological conditions.
[2] See, for example: Jonathan Ferguson, *Thorneycroft to SA80: British Bullpup Rifles, 1901–2020* (Nashville: Headstamp Publishing, 2020), pp. 45–49; Ministry of Defence (2005).
[3] The incidence of armed violence typically decreases during the rainy season (*Dinka Telegraph*, 2003).
[4] Author interview with Sergey Ostrovka, CEO of XYZ Arms, 21 November 2014.

7.3 In-text Citations

Armax only uses in-text citations within discursive footnotes/endnotes (see above). The format is as described under §7.1.2, but presented within parentheses. In-text citations should appear at the end of a sentence. If the citation has been used previously within the text, then the abbreviated form may be used.

> Example: The manual indicates that a user may, alternatively, brace the receiver of the weapon against a "rigid upright structure" such as a wall or tree trunk (*RiK 44-9 Light Machine Gun: Instructions for Use and Care* (Arkturia: Grizlovian Ministry of Defence), p. 3).

> Example: The development continued until the late 1920s, when the programme was eventually terminated (Ryerson, 1934, pp. 55; 82–83).

7.4 Bibliography

Armax articles do not include a separate bibliography.

8. Publication Ethics

8.1 Guidance on Publication Ethics

Armax adheres strictly to the highest standards in publishing ethics. These include standards established by the Committee on Publication Ethics (COPE), an international, non-profit scholarly organisation. In particular, authors should familiarise themselves with the following documents:

> Principles of Transparency and Best Practice in Scholarly Publishing

> Retraction guidelines

> How to handle authorship disputes: a guide for new researchers

The COPE policies linked above are supplemented by in-house policies on publications ethics. These include our guidance on crediting authors and contributors (§3.3); identifying and declaring conflicts of interest (§3.9); and licensing, reproducibility, and data sharing (§8.2); as well as our policy on errata and corrigenda (§8.3).

8.2 Licensing, Reproducibility & Data Sharing

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- Whilst your submission is under consideration by *Armax*, please do not submit it elsewhere.
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If a substantive addition to the article is desired, the Editor may require that a new manuscript is submitted, and this must progress through the full Publications Process as outlined in §2.1, including peer review.

Minor adjustments may be effected by the publication of an erratum or corrigendum. Errata are issued when the error in the article was introduced by the publisher. For example, if we reproduced a table with a missing column, the Editor may decide to issue an erratum. Corrigenda are issued to correct errors in the article introduced by the author. For example, if you cite the incorrect reference in an endnote, the Editor may decide to issue a corrigenda. If you notice an error of either type, please contact the editorial team.

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- It constitutes plagiarism;
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- The findings have previously been published elsewhere without proper attribution to previous sources or disclosure to the Editor, permission to republish, or justification;
- It contains material or data without authorisation for use;
- Copyright has been infringed or there is some other serious legal issue (e.g., libel, privacy);
- It reports unethical research;
- It has been published solely on the basis of a compromised or manipulated peer review process; or
- The author(s) failed to disclose a major conflict of interest that, in the view of the Editor, would have unduly affected interpretations of the work or recommendations by editors and peer reviewers.

Retractions will not generally be issued where corrections (errata or corrigenda) are likely to sufficiently address errors or concerns.