



**Department of Classics  
Yale University**

**Guidelines for Writing the Senior  
Essay / Senior Project**

**CLSS 490a and 491b (year-long), or  
CLSS 492a/b (single semester)  
Senior Essay for the Intensive Classics Major**

**CLCV 450a and 451b (year-long), or  
CLCV 452 a/b (single semester)  
Senior Project for the Major in Classical  
Civilization**

**Class of 2018**

In this document you will find information to guide you through the process of writing a Senior Essay / Senior Project. The first section includes some helpful hints about how to get started and what you should keep in mind. You will then find a time-line for this academic year, which is followed by a detailed description of the components and format of the Senior Essay and the Senior Project.

This information is intended to complement and supplement information that you receive from your Senior Thesis / Project Adviser.

In order to foster a constructive and supportive environment for your thesis work, each year the DUS in Classics organizes a literary salon for senior thesis writers. The salon meets three times a semester. At these meetings, you will be asked to present your work in progress and to try out your ideas on a sympathetic audience. The DUS will contact you at the beginning of Fall 2017 to set up a schedule of meetings.

Please bear in mind that, in addition to Yale College prizes for outstanding senior theses, the Classics Department has an Annual Alice Derby Lang Essay Prize (the deadline for submissions falls at the beginning of April). We encourage you to consult your adviser about submitting work from your senior essay in competition for this prize.

Writing the Senior Essay / Project is a unique experience in the course of your college career; we hope that these guidelines will help make it as gratifying and rewarding as it should be, and one of the highlights of your time at Yale. Throughout the process remember that the DUS in Classics is available to answer any questions that you have about the logistics of the Senior Essay / Project.

# Helpful Hints

**Topic:** Choose a subject that you find engrossing and that is appropriate for the size and format of the Senior Essay / Senior Project. e.g. a Senior Essay spanning a single semester should be smaller in scope than a Senior Essay or Project that spans the entire year. Find a topic that is not merely of interest to you, but one that addresses material, or ideas where there are open questions or where there is an opportunity to refresh or revise existing approaches. It is important that your topic will sustain your interest and that of your readers (your adviser and examiners). Informal discussions with your professors will prove invaluable in helping you to identify a suitable topic. At the same time bear in mind constraints of time and space: do not choose a topic that will be too big or that will be difficult to master in the time and word limit that you have. For example, if you do not read any Italian then you should not select a topic for which all the literature is only in Italian.

If you are having difficulty identifying a subject, think of areas of inquiry in Classics that you have found particularly thought-provoking. Once you have a general direction, think about possible research questions focus. For instance, say that you have found past courses on Latin love elegy engrossing, so decide that you want to work on Propertian love elegy, or Ovidian love elegy. Let's assume as well that you were also interested in the treatment of time in narrative (perhaps this is something that you discussed in a class on Livy). You might, then, decide to analyze the treatment of time in Latin love elegy. Conversations with one of your professors might reveal that the representation of leisure time vs. work and duty, has been well covered in the scholarly literature, but that there is scope for a thesis that exams the language of time and temporality in Latin love elegy more broadly. One way of identifying a subject is by posing the question(s) your paper will aim to answer. Classics Faculty are happy to suggest preliminary reading to help you get a measure of the state of knowledge and current debates about a particular topic / work / author / monument.

The earlier you start thinking about your topic, the better. Ideally you will have the idea for your topic worked out at the end of your Junior year so that you can hone your thoughts over the summer vacation and get started on background reading.

**Library Resources and Individualized Guidance:** In order to make the most of the library and research facilities available to you, the Classics librarian, Colin McCaffrey (colin.mccaffrey@yale.edu), has agreed to hold a Library & research session for all seniors doing a Senior Essay / Project. Please contact Mr. McCaffrey to arrange an introductory session about using the library's research resources. You should also contact the librarian if you have specific queries / requests for bibliography relating to your project.

**Yale Resources:** You are fortunate to have access to numerous collections around Yale. Try to make the most of these, whether you want to work with a Beinecke manuscript or printed edition, focus on a particular work of art in the YUAG collection, or simply use material from the University's connections to illustrate your work. Consult the variety of specialists that are available to you at Sterling, the Beinecke, and the YUAG.

# **Time Line for a Year-long Senior Essay / Project Class of 2018 CLSS 490a & 491b / CLCV 450a & 451b**

The following time line includes the key-dates for essays written in two semesters for the fall and the spring of this academic year.

**\*\*\*Please note: the word limit for a two-term essay / project is 12,500 words (excluding footnotes and bibliography)\*\*\***

**End of August (at the latest!)** Meeting with the DUS to discuss the requirements and expectations for the Senior Essay / Senior Project

**October 2**                    **By 12 Noon Three-page prospectus and annotated bibliography** are due. [Note that the annotated bibliography is in addition to the 3-page prospectus.] You are urged to consult with your adviser in order to prepare these.

The prospectus should consist of a clear exposition of the subject of the essay and of the proposed method of research.

The **annotated bibliography** should list the most important reference materials that you intend to use. Each citation should be accompanied by a few sentences explaining why the source is helpful, what kind of information it contains, etc.

By this deadline, submit an electronic copy of the outline and bibliography to your adviser, copied to the DUS.

From this point onwards, you should aim to submit some written work to your adviser every couple of weeks; at this point, this writing can be fairly informal (for example, you might alternate bullet points with continuous narrative). You should consult with your adviser to agree on an outline plane of writing deadlines.

**December: 11**            **Ten-page outline is due to your adviser and the DUS. Make sure to submit the outline by 12 noon.**

The outline should detail the format of the essay and the subjects discussed in each section / chapter.

Next ....

**Write draft sections / chapters of the Senior Essay.**

Submit a draft section/chapter regularly approximately every two-three weeks. Make sure to meet with your adviser on a regular basis to discuss your progress and review your work.

**Beginning Spring Semester 2018**

**January 19**

**Draft of first section/chapter is due to your adviser and the DUS.**

**March 23**

**Draft of full Essay is due to your adviser.**

**April 16**

**Deadline for final submission of Senior Essay.**

Make sure to submit the Senior Essay by **12 noon**.

**THERE WILL BE NO EXTENSIONS AND NO EXCEPTIONS.**

Hand in **two complete hard copies at the department office.**

A late essay will result in a **lowered final grade.**

Senior Essays will be read and graded by two members of the faculty, one of whom will be your adviser.

# **Time Line for a Single-Semester Senior Essay / Project**

## **Fall Semester 2017**

### **CLSS 492a / CLCV 452a**

**\*\*\*Please note: the word limit for a single-term essay / project is 8,000 words (excluding footnotes and bibliography)\*\*\***

**End of August (at the latest!)** Meeting with the DUS to discuss the requirements and expectations for the Senior Essay / Senior Project

**Early Sept.** Meet with your adviser and arrange a general schedule for writing sections/chapters.  
Make sure to meet with your adviser on a regular basis to discuss your progress and review your work. You should aim to submit written work to your adviser every couple of weeks.

**Sept. 15** **By 12 Noon Three-page prospectus and annotated bibliography** are due. [Note that the annotated bibliography is in addition to the 3-page prospectus.]  
You are urged to consult with your adviser in order to prepare these.  
  
The prospectus should consist of a full exposition of the subject of the essay and of the proposed method of research.  
  
The **annotated bibliography** should list the most important reference materials that you intend to use. Each citation should be accompanied by a few sentences explaining why the source is helpful, what kind of information it contains, etc.  
  
By this deadline, submit an electronic copy of the outline and bibliography to your adviser, copied to the DUS.

**October 30** **A full outline of the senior essay and 4,000 words in draft are Due to your adviser and the DUS.**  
The outline should detail the format of the essay and list the subjects / themes / arguments that will be treated in each section/chapter.

**Nov. 27** **A full draft of your Senior Essay is due to your adviser.**

**14 Dec.** **(12 noon) Final deadline for submission of your Senior Essay.**

**THERE WILL BE NO EXTENSIONS AND NO EXCEPTIONS.**

Hand in **two complete, hard copies at the department office.**

A late essay will result in **a lowered final grade.**

Senior Essays will be read and graded by two members of the faculty, one of whom will be your adviser.



# **Time Line for a Single-Semester Senior Essay / Project Spring Semester 2018 CLSS 492b / CLCV 452b**

The following time line includes the key-dates for single-term senior essays written in the Spring semester.

**\*\*\*Please note: the word limit for a single-term essay / project is 8,000 words (excluding footnotes and bibliography)\*\*\***

**By 3 Nov 2017** Meeting with the DUS to discuss the requirements and expectations for the Senior Essay / Senior Project

**By 1 Dec 2017** Have a preliminary meeting with your adviser to discuss your topic and the prospectus that you will submit at the beginning of the Spring semester.

**Starting in Jan. 2018** Meet with your adviser and arrange a general schedule for writing sections/chapters.  
Make sure to meet with your adviser on a regular basis to discuss your progress and review your work. Submit a piece of writing to your adviser approximately every two weeks.

**Jan. 16 2018** **By 12 Noon Three-page prospectus and annotated bibliography** are due. [Note that the annotated bibliography is in addition to the 3-page prospectus.]

You are urged to consult with your adviser in order to prepare these.

The prospectus should consist of an exposition of the topic for the essay and of key research questions and sources.

The **annotated bibliography** should list the most important reference materials that you intend to use. Each citation should be accompanied by a few sentences explaining why the source is helpful, what kind of information it contains, etc.

By this deadline, submit an electronic copy of the outline and bibliography to your adviser, copied to the DUS.

You should aim to submit some written work to your adviser every couple of weeks.

**Feb. 27 2018**            **a 2,000 word draft and a five-page outline of the senior essay are due to your adviser and the DUS.**

The outline should detail the format of the essay and list the subjects / themes / arguments that will be treated in each section/chapter.

**March 23 2018**            **a 5,000 word draft of the senior essay is due to your adviser and the DUS.**

**April 16 2018**            **Deadline for final submission of Senior Essay.**

Make sure to submit the Senior Essay by **12 noon.**

**THERE WILL BE NO EXTENSIONS AND NO EXCEPTIONS.**

Hand in **two complete, hard copies at the department office.**

A late essay will result in a **lowered final grade.**

Senior Essays will be read and graded by two members of the faculty, one of whom will be your adviser.

# Components and Format of the Essay

## Basic components of the Essay

- Title Page including: title of the essay, your name, college, and adviser.
- Acknowledgements
- Table of Contents
- List of Illustrations and/or clear captions accompanying the illustrations.
- Text – for a one term essay: ca. 25 pages 1.5 line spacing (12 pt. font).
  - for a two-term essay: ca. 40-50 pages 1.5 line spacing (12 pt. font).
- Notes – typically footnotes at the bottom of the page.
- Illustrations - photocopied, scanned, or photographed (do not photocopy the photocopies you have been working with, but rather make a new set for each copy of your paper; plan ahead for the time-consuming task of preparing the illustrations, mounting and identifying them).
- Bibliography of works cited in your essay

## Length

An essay written in the course of a single semester should be in the region of **6-8,000 words**, with 8,000 words as the upper word limit (excluding footnotes and bibliography). Use your word processor's word count to verify the length.

An essay written in the course of two semesters should be **no more than 12,500 words** (excluding footnotes and bibliography). Use your word processor's word count to verify the length.

Note: Captions, list of figures, and bibliography do not count towards the word limit, but notes do count.

## Format

Text should be double-spaced, in black ink printed on one side of the page. Use conventional font (such as Times New Roman) and 12-point size.

For page set up use your regular word processor's settings, with margins of 1" on the top and bottom, and 1.25" on both sides of the page.

All pages following the title page should be numbered consecutively, either at the top or bottom of the page.

In other words, keep things simple!

## Notes

Footnotes are recommended although endnotes are acceptable too (footnotes are preferable for ease of reference).

The notes should identify the specific sources you have drawn upon for the ideas and information in a sentence or paragraph in your essay. They should provide the information needed in order to locate the source you are citing, which means that you should provide the specific pages you have consulted.

In your notes, use the Author-Date system of reference, where works are cited by author's name and date of publication (the relevant page number follows the colon):

Hardie 2001:14.

Cartledge 1993: 55.

For further information on this system, consult *The Chicago Manual of Style Online*, Chapter 15 (16<sup>th</sup> edition). The URL for the relevant pages is:

[http://www.chicagomanualofstyle.org/16/ch15/ch15\\_toc.html](http://www.chicagomanualofstyle.org/16/ch15/ch15_toc.html)

## Bibliography

The bibliography should appear after the text and the illustrations. It should include **all** sources you have consulted, including works you have used but did not cite in your notes, as well as every single source cited in your notes. Unlike footnotes, bibliographical references pertain to the entirety of the article, book or document you have consulted.

For instance, if you cite Elizabeth Vandiver's discussion of the use of Simonides' epigrams in English poetry of the First World War, the footnote reference in the main body of your thesis might be:

See Vandiver 2010: 332-392.

And the entry in your bibliography should be:

Vandiver, Elizabeth (2010) *Stand in the Trench Achilles: Classical Receptions in British Poetry of the Great War*. Oxford University Press.

Bibliographical references should be alphabetized according to the author's last name. (If there is no author given, use the first word of the title, but ignore articles such as "the" or

“a”).) If there is more than one work by the same author, list them alphabetically by title. In this case, there is no need to repeat the author’s name for each reference, but you may use dashes instead of the name, followed by the reference beginning with the title. The first line of each bibliographical reference should be flush left and the additional lines indented by 0.5”. (Refer to the way in which the bibliographic references are listed below).

### **Style for Notes and Bibliography**

Use the Author-Date system for citation of works. In the author date system, references in the main body of your text or in footnotes / endnotes are by the author’s name, followed by the date of publication:

#### **Single Author**

Whitmarsh 2013: 125.

#### **Multiple Authors**

Graziosi and Haubold 2005: 27.

[If more than two authors]

Cartledge, Millett, and von Reden 1998: 36

Full bibliographical details are then cited in the bibliography at the end of your thesis:

Cartledge, Paul, Paul Millett, and Sitta von Reden (eds.) (1998) *Kosmos: Essays in Order, Conflict and Community in Classical Athens*. Cambridge University Press.

Graziosi, Barbara, and Johannes Haubold (2005) *Homer: The Resonance of Epic*. Duckworth.

Whitmarsh, Tim (2013) *Beyond the Second Sophistic: Adventures in Greek Postclassicism*. University of California Press.

Note that when you use the Author-Date system, in the Bibliography you must list the year of publication directly after the author’s name(s).

If you are already familiar with a particular style manual (e.g. MLA), it’s fine to follow these conventions. The most important thing is that you **must follow a consistent method of citation** throughout your notes and bibliography.

See below for examples of how to cite different kinds of works in the Bibliography.

## Sample Bibliographic Entries

### Single-Authored Book (first edition)

Hutton, William (2005) *Describing Greece: Landscape and Literature in the Periegesis of Pausanias*. Cambridge University Press.

### Single-Authored Book (edition which is not the first)

Hornblower, Simon (1994) *Thucydides*, 2<sup>nd</sup> corrected edition. Duckworth. [First published in 1987]

### Book with Multiple Authors

Boys-Stones, George, Barbara Graziosi, and Phiroze Vasunia (eds.) (2009) *The Oxford Handbook of Hellenic Studies*. Oxford University Press.

Ober, Josiah, and Charles Hedrick (eds.) (1996) *Demokratia: A Conversation on Democracies, Ancient and Modern*. Princeton University Press.

### Work in an Edited Volume

Easterling, Pat (2011) 'Sophoclean Journeys', in Jan Parker and Timothy Matthews (eds.) *Tradition, Translation, Trauma*. Oxford University Press: 73-89.

### Article in a Journal:

Whitehead, David (1986) 'The Ideology of the Athenian Metic: Some Pendants and a Reappraisal', *Proceedings of the Cambridge Philological Society* 212: 145-58.

### Translation

Lombardo, Stanley (1997) Homer *The Iliad*, translated by Stanley Lombardo. Hackett Publishing.

## **Commentary**

Eden, P. T. (ed.) (1984) *Seneca Apocolocyntosis*. Edition with Translation and Commentary by T. T. Eden. Cambridge University Press.

## **Handbook**

Shaw, Brent D. (2001) *Spartacus and the Slave Wars: A Brief History with Documents*. Translated, Edited, and with an Introduction by Brent D. Shaw. Bedford / St. Martin's.

## **Book Review**

Goldhill, Simon. 'Women at the Mercy of Men'. Review of *Hippocrates' Women: Reading the Female Body in Ancient Greece*, by Helen King. Routledge, 1998. *London Review of Books* Vol 21 No. 5 (4 March 1999): 31.

Hales, Shelley. Review of *Art in the Lives of Ordinary Romans. Visual Representation and Non-Elite Viewers in Italy, 100 B.C. – A.D. 315*, by John Clarke. University of California Press, 2003. *Hermathena* Nos. 177 & 178 (Winter 2004 and Summer 2005): 288-292.

## **Website**

I, Claudius Project. 'I, Claudius: Episode Seven Plot Summary':  
<http://www.anselm.edu/internet/classics/I,CLAUDIUS/sum07.html>  
(last accessed 9/26/2011)

## **Non-English Titles**

Generally, for non-English publications follow the capitalization of the particular language, and not the English conventions. For example:

### **French**

Payen, Pascal (1997) *Les Îles Nomades: Conquérir et résister dans l'enquête d'Hérodote*. EHESS.

## **Illustrations, and Captions**

Illustrations should appear either following the main text, or embedded within the text, in the relevant place in your discussion. Use photocopied, scanned, or photographed

illustrations. Do not photocopy the photocopies you have been working with, but rather make a new set for each copy of your Essay. All illustrations must be identified with captions and/or list of illustrations and numbered consecutively.

When you refer to illustrations in your text, you should insert in parentheses a figure-reference such as: (Figure 1). Number the figures in the order that they first appear in your text. Make sure that the numbers given in your textual figure-references correspond with the numbers given to the actual illustrations.

For each illustration, identify the work and specify the source from which your illustration is taken. Provide as much information as you can, whenever applicable and available. The information you can provide varies depending on the nature of the work, so that there are no strict rules, but try to be as informative as possible. For example, illustrations of works of performance art or architecture may in some cases not include dimensions, or medium, or other data.

Generally use the following order and punctuation (note that there is no period at the end of a caption):

Figure number. Artist, *Title*, date, medium, dimensions. Name of Collection, City of Collection from Source

Make sure to identify the source. If the illustration is taken from a book then identify the source in the same way that you would specify the source of a quotation in a footnote. Otherwise, identify the source of the illustration in parentheses.

Note: dimensions could be given in inches (h. x w. x d) and/or in centimeters (1 inch = 2.54 cm).

### **Examples for Captions:**

Figure 1. Parthenon, east frieze, detail. From Robin Osborne, *Archaic and Classical Greek Art* (Oxford: Oxford University Press, 1998), 182, fig. 111.

Figure 2. Roman sarcophagus, *Death of Meleager*, 3rd century CE, detail. Musée du Louvre, Paris (photograph provided by John Doe, Rome).

Remember, try to provide as much information as possible and adhere to the same style.