



## circumflex (accent)

a DIACRITICAL MARK consisting of an angled line over a letter,

- applied retrospectively to Classical Greek (originally a curved line, hence the name) to indicate accent;
- used from the sixteenth century (for various purposes) in the printing of French; and
- now used (for various purposes) in the printing of a number of other languages.

## citation

the identification of the source of a quotation or of support for an argument, consisting of either a brief description of the source in a note or a link to an item in the bibliography. There are numerous systems, and many variants; some of those most widely used are summarised in the following table. (See also BIBLIOGRAPHIC REFERENCE.)

		<i>Indicator in text</i>	<i>Leading to—</i>	
<i>Numerical systems</i>	<i>Running-notes system</i> Oxford* MHRA ISO	sequential number—superscript, in brackets, or in parentheses ● multiple citations of the same source are given separate numbers	bibliographic reference in footnotes or endnotes; may be abbreviated on subsequent reference (Oxford, MHRA) or if there is a full reference in the bibliography	optionally, bibliography at end of document (which may include additional references)
	<i>Citation-sequence system</i> Oxford CSE ISO	sequential number—superscript (CSE), in parentheses (Vancouver), or in brackets ● multiple citations of the same source are given the same number	reference list at end of document, arranged in order of reference, then numbered sequentially	
	<i>Citation-author system</i> Oxford CSE	sequential number—superscript (CSE), in parentheses, or in brackets—referring to item in reference list (not sequential)	reference list at end of document, arranged alphabetically and then allocated sequential numbers	
<i>Parenthetical systems</i>	<i>Author-date system</i> ISO (= Harvard) Oxford Chicago MHRA MLA CSE	● in parentheses: author's name (or authors' names) and year (distinguished where necessary by lower-case letters) ● page number may be given (with "p." [CSE],	reference list at end of document, arranged alphabetically by authors' names, with year of publication following authors' names	

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number; hence also (*b*) the main heading on the top of a newspaper page, especially the first page.

### headpiece

■ formerly also called *vignette*

a decoration placed at the beginning of the text of a book, or the beginning of a chapter, especially one of the all-purpose blocks widely used between the sixteenth and eighteenth centuries, usually consisting of elaborate foliage or scrollwork, sometimes combined with allegorical or other figures. Similar devices were often improvised with combinations of typeset FLOWERS. (Compare TAILPIECE.)



### headword

■ also called *lemma* (plural: *lemmata*)

the word or term used as the heading of an entry in an alphabetically arranged text.



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### hedera /héd'ərə/

■ Latin, "ivy"

a typeset symbol of an ivy leaf, used in early printed books (in imitation of manuscript practice) to separate elements of the text, later becoming a popular decorative device.

### highlight halftone

■ also called *drop-out halftone*

a HALFTONE in which the *highlight dots* (the smallest dots, covering the lightest areas of the image) have been removed, especially as a means of more accurately reproducing a CONTINUOUS-TONE original that has a plain white background, such as a manuscript or a pencil drawing. (Compare SILHOUETTE HALFTONE.)

### historiated initial

■ also called *vignette initial*



DECORATED INITIAL incorporating a picture (derived from manuscript practice), in particular one that illustrates a story or scene, used to emphasise the beginning of a chapter.

### holograph

■ also called *autograph*

a manuscript written entirely in the author's handwriting.



### hook

a DIACRITICAL MARK consisting of a TILDE rotated through 90 degrees, used to mark one of the tones in the printing of Vietnamese

are treated in a number of ways, the following being those most frequently encountered:

- Dutch surnames containing a preposition (*aan, bij, boven, in, onder, op, over, te, uit, uijt, van, ver, voor*), or the definite article or contracted definite article (*de, d', den, der, het, t', ten, ter*), or preposition and article, are divided after these elements «Dijk, Maarten van; Hart, Dirk 't; Berg, Marie van de»—except that *Van* may be capitalised by family usage, and *Den* may be capitalised where it represents part of a place-name, and in such cases these elements are listed first. Dutch surnames in Belgium, on the other hand, are divided before prepositions and articles, which are generally capitalised «De Smet, Cornelis; Van De Velde, Jens», or alternatively the first of two elements is capitalised «Van den Broeck, Hanne».
- French surnames containing the preposition *de* or its contraction *d'* are divided after the preposition «Saint-Exupéry, Antoine de; Arcy, Jean d'»—except when the main part of the name is a single syllable (disregarding final *-e* or *-es*) «de Gaulle, Charles». Surnames containing the definite article (*Le, La, L, Les*) or contracted preposition and article (*au, aux, Du, Des*) are divided before these elements «La Fontaine, Jean de; Des Vandières, Louise».
- German surnames containing the prepositions *von* (often abbreviated to *v.*), *zu*, or *von und zu*, or preposition and definite article (*von dem, von der*), or contracted preposition and article (*am, im, vom, zum, vom und zum, zur*), are divided after these elements «Euler, Hans von; Hagen, Margarethe von der»—except that *Von* may be capitalised by family usage, in which case this element is listed first.
- Italian surnames containing a preposition (*Da, De, Di, D'*), or contracted preposition and definite article (*Del, Della, Delle*), are divided before these elements «Di Stefano, Giuseppe; D'Angelo, Luca; Della Valle, Anna». Historical names are usually divided after the corresponding elements (*de, dei, de', degli*), which are not capitalised «Medici, Lorenzo de'».
- Portuguese names containing two or more surnames are generally divided before the last surname (or the first part of a composite last surname, if this can be identified) «Mendes, Tomás Aguiar; Santa Rita, Mariana de Sousa». When the last surname begins with the preposition *de*, or contracted preposition and definite article (*do, da, dos, das*), it is divided after this element «Silva, Constança da; Santos, Tomás Rodrigo dos».
- Spanish names containing two or more surnames are divided