

TSN007 ESSAY 2009/10

1. Introduction

The essay (or ‘elaboratum’) will be an exposition of a passage of Mark’s Gospel of your choice. The essay will give brief attention to the general context of the passage, and will then use a specific and identified approach to examine the passage in some detail. In conclusion the essay will reflect briefly on the distinctive contributions the chosen method makes to the understanding of the passage and of the Gospel in general.

The essay may be written in English, Italian or French, shall be fifteen pages long, excluding title page and bibliography (c. 5000 words), and conform to the style norms below.

2. Style

Essays should conform to Fr. Meynet’s *Norme Tipografiche*. A rough summary of this is given below.¹

2.1. Text and Layout

Paragraphs should have the first line indented by 0.5cm. There should not normally be gaps between paragraphs except when you wish to indicate a separation between sections in a chapter without adding a new heading.

- Font: Times New Roman
- Size: Main text 14pt.
Block quotes and bibliography: 13pt
Footnotes: 12pt.
- Margins – Top & bottom 40mm, left & right 30mm

As this is only an essay, and not a thesis, all headings (if you wish to use them) should conform to Meynet’s ‘internal chapter divisions’² – ie for first level divisions bold text with a 6 pt. gap afterwards, second level division in Italics, third division just plain text. Sections should be numbered 1,1.2., 2.3.1. etc.

¹ NB this text conforms to these standards, and so can be used as a guide!

² MEYNET, *Norme Tipografiche*, 16-17

Meynet requires double sided printing for theses. However this is not necessary for your essay – in fact I prefer single sided.

2.2 References

References should be clear, precise and unambiguous and should stick to a recognised convention. Meynet's modified Chicago system is a good convention to follow.

A bibliography of all books, articles and resources used in the writing of the essay should be provided. Each item should begin at the left hand edge (i.e. no indent), but if it extends beyond one line subsequent lines should be indented by 20mm. The list should be in alphabetical order, with each author identified by Surname in small caps, followed by initials separated by full stops (but not spaces)

Attention will be paid to spelling and grammar, especially when these make the script difficult to comprehend.

3. Submission

Essays are to be handed in before the start of the Winter exam session. If you have any problems meeting this deadline, contact me in advance. Essays can be handed in any time before that of course. I am happy to review drafts of essays if they are submitted to me electronically well in advance of the final deadline (i.e. before Friday 15th Jan). Please indicate clearly in your email that you are submitting a draft by including the word 'draft' in the email subject line.

Essays may be submitted electronically. Ideally they should be submitted in PDF format as this ensures all fonts print correctly. If you submit in Word, make sure you embed fonts when saving, especially if you have used any fonts that are non standard. This includes Biblical fonts. I will always acknowledge receipt of electronic submissions, so if you do not get an acknowledgement it means something has gone wrong somewhere!

Bibliography

MEYNET, R., *Norme tipografiche per la composizione dei testi con il computer*, Roma, 2007.

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