IGH text style is based on *Chicago Manual of Style* with the following unique parameters:

1. **Numbers 1-10** should be spelled out. **Numbers above 100** should be numeric, except in quotes and in the use of terms like hundred, thousand, etc.
   - Ex: “The ten men walked down the street carrying 152 books.”
   - Ex: Five hundred soldiers stormed the hill.
   - Ex: There were a thousand spectators to watch 154 marching bands in the contest.

2. **Weights** in lifting should be followed by pounds or kilos as appropriate. Please don’t abbreviate except in direct quotes.
   - Ex: He lifted 120 kilos in the snatch. The small man lifted 140 pounds in the snatch.

3. Use a hyphen in the expression—“the 150-pound barbell” and similar constructions.

4. **Dates**—except in quotes should be written as day-month-year with no commas, including after the year—unless the sentence structure requires it.
   - Ex: “She was born on 9 May 1969 at the Winchester hospital.

5. **Books** should be footnoted as follows:
   - Be sure to use *italics* and a *comma* before page numbers. All major words are capped in book titles.

6. **Muscle magazines and other popular magazines** (*Time, Life, etc.*) should have a full citation with a colon before the page number—just as you would do for an academic journal. When a month/volume is available please include it. We prefer as complete a citation as possible. **We do not differentiate on kinds of journals.** **We do not need URL if the full citation is used.**

   Ex: Bob Hoffman, “How to Improve at Your Chosen Sport,” *Strength & Health* 1, no. 1 (December 1932): 6. Do not use abbreviations for magazine titles except for the ampersand in *Strength & Health*. No commas inside parentheses containing month and year of publication.


7. Always use author’s full name if known—even if article has initials. If you use initials do not leave a space between initials

8. Regularly occurring articles or columns in newspapers or magazines should still be treated like a regular title and put in quotation marks when cited. Ex: “Faces in the Crowd,” *Sports Illustrated* 32 (January 1972): 12.

9. Newspaper articles: **We do not need URL if the full citation is used.**
   Ex: Michael Kinsman, “Walt Marcyan, 94, In Vanguard of Fitness Movement,” *San Diego Union Tribune*, 28 September 2007. (page number not needed; not necessary to add “Viewed at and a URL if you have the full citation.)

10. Scholarly article from academic journal: **We do not need URL if the full citation is used.**

   Again, always use author’s full name (if known), even if article has initials. Unlike Chicago—we treat all journals the same—colon before pages. (Chicago differentiates between “popular mags and academic—but we don’t.)

11. Footnotes must appear at the end of the sentence or the end of the paragraph which they reference. Composite footnotes are fine—but must not jump to the next paragraph.

12. Block quotes should have a footnote at the end of the quote—not the para below. They should be single spaced.

13. Electronic references (such as blogs, and other non-newspaper and magazine sites) should be cited with title, date of writing, and author if available and a simple “Viewed at: ___URL.” We do not need the date you viewed the site.

14. Please use: *Strength & Health* not *Strength and Health* when referencing that magazine—unless it is in a direct quote.

15. DO NOT USE IBID UNLESS YOU ARE COPYING THE ENTIRE CITATION ABOVE. WE DO NOT USE IBID FOR MAGAZINE TITLES and we do not normally omit author names unless you include a statement that the following are all by Tommy Kono.
