

STYLE GUIDELINES

Submissions

Submissions are not limited to members of the *Early Medieval China Group*. Research may be in any discipline and must concern the people, events, or culture of the period between the end of the Han and beginning of the Tang (AD 220–618). As historical boundaries are rarely abrupt or sharp, the journal’s coverage is occasionally extended in either direction. Feature articles are generally 25 to 50 pages in length. Submissions of original research as well as proposals for bibliographic articles, translations, and conference reports should be sent to: Cynthia L. Chennault, Editor, Dept. of Languages, Literatures, and Cultures, Pugh Hall 353, PO Box 5565, University of Florida, Gainesville, Florida, 115565. Email: cchenna@ufl.edu

Books for review, and inquiries about review articles and book notices should be sent to: Alan J. Berkowitz, Review Article Editor, Swarthmore College, Dept. of Modern Languages and Literatures, Swarthmore, PA 19081. Email: aberkow1@swarthmore.edu.

Manuscripts

Manuscripts should be prepared in accordance with the guidelines below. They should be in double-spaced typing (including double-space for block quotations) and preferably use TNR, size 12 font. Notes must be listed in sequence (using Arabic numerals) and placed at the end of the manuscript. Please provide a short abstract and five keywords that describe the manuscript content. Manuscripts that do not conform to these guidelines will be returned to the author.

All manuscripts are evaluated through a peer-review process. To ensure blind reviews from referees, authors should remove their names from the manuscript. Supply instead a separate cover sheet with name, address, email address, and title of the author. Two hard copies should be sent to the editor as well as an electronic version (“word” file) by email attachment. For material to be used as plates, please send a high-resolution image (“jpeg” or “tiff” preferred) and attach the caption or label in a separate “word” file. Authors are responsible for obtaining copyright permission for all materials taken from other sources. All submissions must carry assurance that they have been submitted exclusively to *Early Medieval China*. Authors will be asked to sign a copyright release form; permission to reprint an article after its publication in *Early Medieval China* may be requested from Maney Publishing through the *EMC* editor.

I. Citations

1. Texts and terms in Chinese and other East Asian languages.

- a. Do not provide English translation for titles of secondary works in East Asian languages.
- b. For references to titles of primary works or terms in Chinese (or other East Asian languages), please follow the examples below. Whichever option you choose, please be consistent.

For a book title

Option 1: *Shishuo xinyu* 世說新語

Option 2: *Shishuo xinyu* 世說新語 (A New Account of Tales of the World)

For well-known works (e.g., the twenty-four dynastic histories, the thirteen classics, and other well-recognized historical and philosophical works, treatises, etc.) supply their romanized names only. Do not provide Chinese characters or an English translation.

For a non-book title

Option 1: “The Nineteen Old Poems” (Gushi shijiu shou 古詩十九首)

Option 2: “The Nineteen Old Poems”

Option 3: “Gushi shijiu shou” 古詩十九首

Notes:

(1) Do not italicize non-book titles, neither in the text proper nor in parenthetical references.

(2) Do not use quotation marks around a transliterated title placed inside parentheses.

(3) When a non-book title is cited in transliteration only, place Chinese characters after the closing quotation mark.

For a foreign term

Option 1: ... the Confucian principle of “the rectification of names” (*zhengming* 正名)

Option 2: ... the Confucian principle of *zhengming* 正名 (the rectification of names)

2. Titles of works in East Asian languages cited in endnotes

a. Book titles. Provide romanized names and titles followed by characters (except for very well-known works; see above, 1b). Include full information about the edition used but do not provide characters for the place of publication nor for the names of publishing companies.

Pre-modern work

(1) Pre-modern edition: Liu Xiang 劉向 (79–8 BC), comp., *Shuo yuan* 說苑 (SBBY), 14.7a–9b.

(2) Modern edition: Xu Song 許嵩 (fl. 756–762), *Jiankang shilu* 建康實錄 (Shanghai: Shanghai guji chubanshe, 1987), 16.441–42.

Modern work

Lu Qinli 遠欽立, ed., *Xian Qin Han Wei Jin Nanbeichao shi* 先秦漢魏晉南北朝詩, 3 vols. (Beijing: Renmin wenzue chubanshe, 1985), 2: 1401–402.

Note: When citing a multivolume work with continuous pagination, such as the example above, indicating the volume number in which the reference occurs is optional, although recommended by the *Chicago Manual of Style*. If the volume number is indicated, insert a space between the colon and the page reference.

b. Essays or journal articles. Provide romanized names and titles followed by the characters.

Essay or article in a collection

Liu Yuejin 劉躍進, “Cai Yong zhushu zhilu” 蔡邕著述摭錄, in *Ershiyi shiji Han Wei Liuchao wenzue xinshijiao, Kang Dawei jiaoshou huajia jinian lunwenji* 二十一世紀漢魏六朝文學新視角, 康達維教授花甲紀念論文集, ed. Su Jui-long 蘇瑞隆 and Gong Hang 龔航 (Taipei: Wenjin chubanshe, 2001), 138–50, esp. 144–46.

Essay or article in a journal

Kumagai Nobuo 熊谷宣夫, “Tachibana shōrai Toroban shutsudo kinen bunsho” 橘師將來吐魯番出土紀年文書 [Added English title: The Dated Manuscripts Brought Back from Turfan by the Reverend Tachibana], *Bijutusu kenkyū* 213 (1960): 169–83.

Notes:

(1) Insert a space between the colon and page reference.

- (2) If a Chinese author is known by a name not romanized in *pinyin* (e.g., Feng Yu-lan; Su Jui-long), use that non-*pinyin* spelling.
- (3) The inclusion of added titles in translation that were printed originally with the work (first example above) is optional.
- (4) When a journal publishes more than one issue a year and uses continuous pagination after issue no. 1 (e.g., *HJAS*, *JAOS*, *T'oung Pao*), do not include the issue number or month / season in your citation—only the volume number and year, as follows:

Etienne Balazs, “Le traité économique du Souei chou,” *T'oung Pao* 42 (1953): 113–329.

3. References in subsequent notes to previously cited material

- a. Abbreviations. In the first citation, indicate the abbreviation you wish to use in later notes:

From the biography of Yu Jun 庾峻 (d. 273), *Jin shu* [hereafter *JS*] 50.1392–94.

Later references to the *Jin shu* should then be abbreviated as *JS*:

From the biography of Xie An 謝安 (320–385), *JS* 79.2072.

Notes:

- (1) Unless you indicate otherwise, it is assumed that the edition cited of the standard histories is the punctuated Beijing, Zhonghua shuju edition. Romanizations of the histories’ titles are at least two words: *Shi ji*, *Hou Han shu*, *Song shu*, *Bei shi*, etc. Do not include characters for the titles or the authors’ names / dates unless this information is relevant to your article.
- (2) Provide the Chinese characters, and birth–death years for all historical figures. If the person’s dates are not known, you may use an approximate date (see Pt. II, Miscellaneous) or add “(dates unknown).” Do not abbreviate year dates. I.e., “320–85” should not be written for a historical period because it can be confused for a range of pages.
- (3) When a modern edition has multiple volumes, do not cite the volume or *ce* number. *JS* 79.2072 is correct (not *JS* 7.79.2072).
- (4) For *HJAS* and *JAOS*, it is not necessary to explain the abbreviation. Likewise, references to this journal as *EMC* may be made without indicating the journal’s full name.

- b. Subsequent references do not repeat the publication information nor do they repeat any characters previously supplied.

Shuo yuan 15.1b.

Kumagai Nobuo, “Tachibana shōrai Toroban shutsudo kinen bunsho,” 172.

4. Page, volume, and *juan* references in citations

- a. Use an en-dash (not a hyphen) both for a range of “birth to death years” and for any citation that extends beyond one page:

115–17 *not* 115-17 (the hyphen is incorrectly used here)

Notes:

- (1) Do not write “p.” or “pp.” before the page reference, except in instances when there is potential for confusing a page reference for a *juan* or note reference.
- (2) Observe the following page-citation style—

From a double-digit page number to another double digit page number:

51–52 and 51–62

From a triple-digit page number to another triple-digit page number:

105–6, 151–52, and 189–231

b. For modern texts in multiple volumes, indicate the total number of volumes before the publication information; then indicate the volume in which the cited passage appears, followed by a colon, a space, and the page number.

Feng Yu-lan, *A History of Chinese Philosophy*, trans. Derk Bodde, 2d ed., 2 vols. (Princeton: Princeton University Press, 1952–1953), 2: 165–67.

Note:

When citing a multivolume work with continuous pagination, indication of the volume number in which a reference occurs is optional, though recommended by the *Chicago Manual of Style*.

c. For pre-modern texts, indicate the *juan* number first, followed by a period and the page number (no space between the period and page number). For example, once publication information has been given for a modern edition of the pre-modern *Shishuo xinyu*, it may be referenced as follows:

Shishuo xinyu 8.333.

When including an item number within a *juan*, distinguish the item from the page number:

Shishuo xinyu 8.335 (no. 42). or *Shishuo xinyu* 8.42 (p. 3335).

d. Use of comma after the title and before the volume or page number. When citing any modern text by its title and/or author, or when citing any pre-modern work only by its author, it is necessary to place a comma after the title or author's name and before the volume number or page number. In the following examples, the full publication information had previously been supplied:

A History of Chinese Philosophy, 2: 142.

Balazs, “Le traité économique du Souei chou,” 203–6.

Kang-i Sun Chang, 177.

Lu Qinli, 3: 2463. (or Lu Qinli, vol. 3, “Chen shi” 2, 2463)

Liu Xie, 1: 4.367. (compare: *Wenxin diaolong* 1: 4.367)

5. References to pre-modern texts in a collectaneus (*congshu* series).

Texts in standard *congshu* series

Li Ji zhengyi 禮記正義 (in *Shisanjing zhushu* [Zhonghua shuju 1980 facsimile], hereafter *Shisanjing*), 21.1414a–c.

Liu Jingsu 劉敬叔 (fl. 468), *Yi yuan* 異苑 (in *Xuejin taoyuan* 學津討源), 3.4a/b.

Note: In the first example, “a–c” refers to the three registers printed on the same page in a modern facsimile of the work. In the second example, “a/b” refers to the recto and verso of a folded sheet in a traditionally printed and bound Chinese text.

Buddhist texts in the Taishō series

Reference includes volume number only:

T text##: vol.# e.g., T 262: 9

Reference includes page number:

T text##: vol.#.pg# e.g., T 262: 9.58b–c

Reference includes line number:

T text##: vol.#.pg#line# e.g., T 262: 9.58b–c11–13

Notes:

- (1) Place one space between the T and the text number, without a period.
- (2) Place one space after the colon and then write the volume number.
- (3) Place a period between the volume number and the page number.
- (4) If a line number is cited, place it immediately after the page number without a space.

II. Miscellaneous

1. Acknowledgment note. Do not use an asterisk * to mark your acknowledgment, and do not number it. Instead, simply place the acknowledgement at the head of the endnote section.
2. Leave only one space after the final punctuation mark at the end of each sentence. Likewise, leave only one space after a colon.
3. For approximated dates, write “ca.” (e.g., “ca. 521,” not “c. 521”).
4. For the abbreviation of century, write “c.” (e.g., 6th c.–7th c.).
5. BC follows a year, e.g. “80 BC” and AD precedes the year, e.g. “AD 384”.
6. Do not italicize the following:
 - et al.
 - ibid.
7. Em-dash. Do not leave any blank space before or after the em-dash.

Although Hou Jing was short—just over five feet—and walked with a limp, his *Liang shu* biography relates that he was a skilled mounted archer.

8. Ellipses.
 - a) A space is required both before and after each ellipsis point. Input these manually by typing the “sentence-period key” followed by the space bar (do not use the automatic “insert ellipses” command of your word-processing program). For example,

On the 5th day of the 12th month, the king . . . summoned Kuang.

b) If an ellipsis is applied at the end of a complete sentence, place a period at the end of the sentence, then add the three additional points of the ellipsis with a space both before and after each point, as shown in the example below.

On the 5th day of the 12th month, the king summoned Kuang. . . .

c) For ellipsis points in a poem, make one line of continuous dots that is approximately the length of the line above, with a space before and after each point except the first one. E.g.,

Bitter it is that my aims and deeds have never tallied,
Nigh ten years of joy and sorrow are gone by.

.....
Now I cast aside sportive jaunts at the Wan and the Luo,
Long will be my absence from within the Gold Portal.
Tsyau-tsyau—ripples are plied by the light oars;
On and on—we trudge a cliffside pass.
Though I have yet to “follow rivers and seas,”
Here it is that mountains and forests commence.

9. Block quotes

a) Block quotes should be double-spaced with approximately one-half inch indentation on both the left and right margins.

b) Leave one extra line space both before and after the block quote.

Illustrations

These should be submitted on separate pages and numbered sequentially using Arabic numerals for figures. Each must have a caption and source. Within the text, figures and tables should be referred to by number (e.g. Figure 1; Table 1), and preferred position and groupings in the text should be clearly indicated. The author will be required to provide images in CMYK format as TIFF or EPS files at high resolution suitable for printing. As a guideline, images should be submitted at a minimum input scanning resolution of 300 dpi for full colour, 350–400 dpi for half tones, 600 dpi for slides or transparencies, 800 dpi for simple line and 1200 dpi for fine line illustrations. Please note that the final reproduction quality is dependent on the quality of the original illustration. **The author will be required to obtain written evidence of permission to reproduce images (in all formats, in perpetuity and in all geographical regions worldwide) from the copyright owner for the use of any illustrative matter in the journal and will be liable for any fee charged by the owner of the image. The caption should include relevant credit of the permission of the copyright holder to reproduce the image. Manipulation of images to enhance, obscure or remove individual features is not permitted. Adjustments of brightness, contrast or colour balance may be applied to the entire image provided the result does not mislead the viewer. Significant digital manipulation of images must be acknowledged in the figure caption.**

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