BL&S Style Sheet

(For issues not covered in the following guidelines, please consult the
Chicago Manual of Style, 17th Edition)

General
Language: Submissions should be written in American English.

Submission: Submissions should be sent to Buddhismandlaw@rutgers.edu. The editorial office expects submitted articles to be proofread and substantially ready for peer review. Any feedback from personal readers should be received and incorporated into the article prior to submission.

Proofs: Contributors will receive one set of proofs, for the purpose of making only necessary, crucial changes.

Abstract: Please include an abstract of your article of no more than 200 words.

Style
Font and font sizes: Use Times New Roman 11 pt. for the main text and 9.5 pt. for the abstract and footnotes. Line spacing will normally be set to 14 pt. in typesetting. Regarding headings and subheadings, and non-Roman text, see below. To keep the files as clean as possible, please adhere to the following guidelines:

• Do not use spaces to align text; use tabs or indents or centered justification.
• Do not insert additional hard returns to create extra space between paragraphs.
• Do not use automatic numbering. Please manually number any sections, lists, etc.
• Use only one space between sentences and after colons.
• Indent block quotes (extracts) on the left 0.3".
• Remove any hyperlinks in the document.
• Embed charts and graphics into the text; acceptable image formats are JPG, GIF, TIFF, or BMP (TIFF preferred).

Ellipses: Use the ellipsis feature (…) and not periods with spaces in between.

En and em dashes: Use en dashes (–) with no spaces between inclusive numbers or other ranges (e.g., pp. 213–220, 1988–2007, or May–June). Use em dashes (—) with no spaces before or after for parenthetical phrases or clauses.

Page numbers and numerical ranges: These are not abbreviated. Write 312–319 not 312–19.

Fonts for non-Roman scripts: If you employ non-Roman scripts, please use a uniform Unicode font throughout. In most cases fonts for non-Roman scripts should be sized to 11 pt. for the main text and 9.5 pt. for notes and abstract.

Regarding specific Unicode font requirements:

Use PMingLiU for Chinese
PMingLiU or MS Mincho for Japanese (For submissions that deal with both Chinese and Japanese, PMingLiU is preferred; for submissions that deal only with Japanese, MS Mincho is preferred.)
Batang for Korean
TH Sarabun New for Thai
Noto Sans Myanmar for Burmese

Transliteration and transcription: Indic terms should be transliterated, not phonetically transcribed (*śāstra* not *shastra*). The transliteration of Indic terms should adhere to either ISO 15919 or IAST transliteration, but usage must be consistent throughout the submission. In general, the journal prefers strict transliteration for Southeast Asian languages and Tibetan as opposed to phonetic transcription.

Characters for East Asian Languages: Alongside Romanization characters should be given for all Chinese, Japanese, and where relevant Korean and Vietnamese, words/names/titles on first occurrence, enclosed in parentheses. If the phrase is already in parentheses, then use square brackets for the characters, e.g.:
Longlian (隆蓮)
boundary (*jie* [界], Skt. *sīmā*)
Wen, Jinyu (溫金玉). 1991. "Yidai ming ni Tongyuan fashi" (一代名尼通願法師). *Wutaishan Yanjiu* (五台山研究) 2: 29–34.

Romanization and script in non-East Asian references and citations: The original text in the relevant script may be provided in parenthesis/brackets following translation, transcription, or transliteration:
Shinmataung (ရှန်မတောင်)
"minor wife" (*mayāḥ ṅay* [မယားငယ်])
Mya Sein (မြစိန်). 2014. *Mran mā dha le. thuṃḥ tamḥ upade* (မြန်မာဓလေ့ထုံးတမ်းဥပဒေ). Yangon: Guṇ thūḥ.

Italics: Italicize most non-English words or phrases, including: *vinaya*, *sutta/sūtra, dhamma/dharma, saṅgha/saṃgha, nibbāna/nirvāṇa.* Tipiṭaka/Tripiṭaka and Buddha/buddha are not italicized.

Capitalization: Proper nouns and titles are capitalized (Gotama Buddha, *Mūlasarvāstivādavinaya, Lotus Sūtra*), whereas references to non-specific concepts and genres are not (*cakkavatti*, buddha, *bhikkhu, baojuan, setsuwa, rnam thar*). Titles of works in English take headline-style capitalization (CMOS, §8.159). In Romanized Indic, Tibetan, Southeast Asian, and East Asian titles, capitalize only the first word or compound.

Hyphenation and spacing in titles and terms: Please avoid hyphenation and spacing in fully Indic titles and terms: *Ambaṭṭhasutta* (not *Ambaṭṭha-sutta* or *Ambaṭṭha Sutta*), *Nāradasmṛti* (not *Nārada-smṛti* or *Nārada Smṛti*). Hyphenation may be used to disambiguate between assimilated vowels (e.g., *Vinayasaṅgaha-aṭṭhakathā, mahā-apadesā*), or elements of a compound (where relevant), although usage must be consistent.

Abbreviations of languages: Skt. (Sanskrit), Kor. (Korean), Chn. (Chinese), Jpn. (Japanese), Tib. (Tibetan), Bse. (Burmese), Mong. (Mongolian), Snh. (Sinhala). Languages whose English names are four or fewer characters are not abbreviated: Lao, Pali, Thai.

Abbreviations for Chronological Eras: Use BCE and CE (not BC and AD).

Circa: Abbreviate as *c.* (italicized)

Title, Headings, and Subheadings: Please center the title and all headings in 12 pt. font. Subheadings should be italicized and aligned left in 11 pt. font. Place these elements in bold.

Author's Name and Affiliation: Please provide this information following the title. The author's name is to be centered, 11 pt., the affiliation (or "independent scholar") is to be centered, 9.5 pt.

Lists: Lists should be sized to 11 pt., left-indented by 0.3". For numbered lists the format should be as follows:
1. [Text]
2. [Text]

And for bulleted lists:
• [Text]
• [Text]

Punctuation: Use standard American English punctuation. For enumerations, please precede the final item with a comma (i.e., use serial comma). Use commas after "e.g." and "i.e."

Quotation marks and cited text or passages: Use only double quotation marks for a citation, except for quotes within a quote, for which use single quotation marks. Concepts, terms, and short phrases (less than or equal to approximately 40 words) should be placed within double quotation marks. Indent (0.3") cited passages of more than 40 words as a block quote (without double quotation marks). Refer to the source at the end of all citations (or at the end of a sentence in which they occur) with a footnote.

Translation: All text cited in a language other than English—including European languages—must be accompanied by an English translation. Generally, translated passages should provide the original text (Romanized or in the relevant Unicode font) either in the main text as a block quote preceding the translation (over ~40 words), enclosed within parentheses (under ~40 words), in a footnote, or in an appendix.

Spelling: Use American English (except for citations).

Superscript: Do not superscript ordinals (1st ed. not 1st ed.).

File

Work should be submitted as an MS Word (.docx) file. The editors encourage authors to submit final drafts using the *BL&S* .docx template, which is available from the editors or via https://sites.rutgers.edu/buddhismandlaw/information-for-authors/.

Tables and Figures: Tables, figures, and other charts should be numbered sequentially with Arabic numerals, and, when not included within the main text, may be placed after the bibliography. Tables and figures can be no more than 4.5" wide (to fit the width of the journal page with margins).

Copyright: It is the author's responsibility to secure permission to reproduce any images subject to copyright, documentation of which will be required by the publisher.

Appendices: Appendices are formatted as the main text (11 pt.) and should be placed before the bibliography.

Footnotes and Bibliography
The journal employs only footnotes, not endnotes or in-text parenthetical references. It uses the term "bibliography" (not "list of references," etc.), which is generally the final section of an article. This section should be headed "Bibliography" (centered, in bolded 12-pt. font). To the extent possible, do not separate the bibliography into subsections (e.g. for "primary" and "secondary" sources, or "manuscripts" and "published works").

References to or citations from works listed in the bibliography should be placed in footnotes and follow the short author-date format. A comma (not colon) is employed to separate the date of publication and page number(s) in footnote references.

Examples:

Book

Reference in footnote
Ruskola 2013, 160

Reference in bibliography
Ruskola, Teemu. 2013. *Legal Orientalism: China, The United States, and Modern Law*. Cambridge: Harvard University Press.

Journal Article

Footnote
Schonthal and Ginsburg 2016, 10

Bibliography
Schonthal, Benjamin, and Tom Ginsburg. 2016. "Setting an Agenda for the Socio-Legal Study of Contemporary Buddhism." *Asian Journal of Law and Society* 3, l: 1–15.

Chapter in an Edited Volume

Footnote
Huxley 2009, 32

Bibliography
Huxley, Andrew. 2009. "Rajadhamma Confronts Leviathan: Burmese Political Theory in the 1870s." In *Buddhism, Power, and Political Order*, edited by Ian Harris, 26–51. London: Routledge.

Dissertation

Footnote
Jaffe 1995, 125

Bibliography
Jaffe, Richard Mark. 1995. "Neither Monk nor Layman: The Debate Over Clerical Marriage in Japanese Buddhism, 1868–1937." PhD diss., Yale University.

Unpublished Manuscripts

Unpublished manuscripts should be referenced in notes upon all occurrences by an internal or attributed title, repository identifier (repository name plus shelfmark, handlist/accession number, etc.), and relevant foliation/pagination (where available). In the case of manuscripts foliated by akṣara, when referenced in notes, foliation should be transliterated, noting recto (r) or verso (v) sides (e.g., kā.r–kū.v) where relevant, for example:

[Offline manuscript with internal title:] *Dāyajjadīpaṇī*, NL Kaṅḥ 157, khi.v

[Online manuscript with attributed title:] Royal Order (1855/6 CE), DMSEH 2376, 29–34 (Itoh 3815-03–05; https://taweb.aichi-u.ac.jp/DMSEH/vol_9/html/html_m/m0709.html)

In cases where a manuscript is uncatalogued or unlisted (i.e., has no shelfmark, etc.), it may be referenced by title and repository only. It is not necessary to provide extensive codicological information in the bibliography, such as copy dates, folio or fascicle counts, and so on; such aspects may be discussed in a note if relevant.

Do not place manuscripts within a separate section of the bibliography. Manuscripts should be listed alongside published works and alphabetized by title.

Translation of non-English titles: Generally, it is not necessary to provide a translation of the titles of non-English works listed in the bibliography.

Additional Comments on Notes and Bibliography:

Separate multiple references in the footnote section with semicolons.

Spaces are used between initials when present in an author's name.

Insert (a, b, etc.) after the year of publication when an author has published different works in that same year.

Multiple entries by the same author in the bibliography should be listed in ascending order of publication.

Ibid., op. cit., loc. cit., passim, and *supra* are not used.

Abbreviate "volume(s)" and "note(s)" as lowercase vol./vols. and n./nn. unless following a period.

List of Abbreviations
Abbreviations should be defined in a List of Abbreviations, placed after any appendices and before the bibliography. This section should be headed "List of Abbreviations" (centered, in bolded 12-pt. font).

Abbreviated Textual References: When abbreviations are used in footnotes for textual references (e.g., references to textual editions, dictionaries), these are to be defined in the List of Abbreviations by reference to the author and date as given in the bibliography. The distance between the abbreviation and definition should normally be 0.5". The full bibliographic reference for such works must be given in the bibliography, for example:

List of Abbreviations

MDh   Olivelle 2005
T   Takakusa and Watanabe 1924–1935
Vin   Oldenberg 1879–1883

Bibliography
Oldenberg, Hermann. 1879–1883. *The Vinaya Piṭakaṃ*. 5 vols. London: Williams & Norgate.

Olivelle, Patrick. 2005. *Manu's Code of Law: A Critical Edition and Translation of the* Mānava-Dharmaśāstra. New York: Oxford University Press.

Takakusa Junjirō (高楠順次郎) and Watanabe Kaikyoku (渡邊海旭). 1924–1935. *Taishō shinshū daizōkyō* (大正新脩大藏經). 100 vols. Tokyo: Daizōkyōkai.

Overview: Components of a Submission
[1.] Title (12 pt., bolded, centered)
[2.] Author's Name (11 pt., centered)
[3.] Author's Affiliation (9.5 pt., centered, italicized)
[4.] Abstract (9.5 pt.)
[5.] Main Text (11 pt.) and Footnotes (9.5 pt.)
        [5.1] Headings (12 pt., bolded, centered)
        [5.2] Subheadings (11 pt., bolded, italicized, aligned left)
[6.] Appendices (formatted as main text)

[7.] List of Abbreviations (11 pt., except for heading which is 12 pt., bolded, centered)
[8.] Bibliography (11 pt., except for heading which is 12 pt., bolded, centered)

Last updated: August 20, 2024