



## Author Guidelines

### *Language*

Articles should be written to a publishable standard in American English.

### *Submission*

Submissions should be sent to [Buddhismandlaw@rutgers.edu](mailto:Buddhismandlaw@rutgers.edu). The journal 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 and Keywords*

Please include an abstract of your article of no more than 200 words. Also, please include a list of between three and seven keywords.

### *Style*

*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. 213–20, 1988–2007, or May–June). Use em dashes with no spaces before or after for parenthetical phrases or clauses.

*Fonts for foreign scripts:* If you employ foreign scripts, please use a uniform Unicode font throughout and inform the editors of which font you have selected.

*Transliteration and transcription:* The transliteration of Indic terms should adhere to ISO 15919 or IAST. In general, we prefer strict transliteration (as opposed to phonetic transcription).

*Characters for Chinese, Japanese, and Korean:*

Characters should be given for all Chinese, Japanese, and Korean (if used/known) words/names/titles on first occurrence alongside Romanization, enclosed in parentheses. If the phrase is already in parentheses, then use square brackets for the characters.

*Foreign words in Roman script:* Italicize uncommon foreign words or phrases.

*Headings and Subheadings:* Please center headings. Subheadings should be italicized and aligned left; place both in bold.

*Lists:* Lists should be in 11 point Times New Roman, left-indented by 0.3". For numbered lists the format should be as follows:

1. Point 1
2. Point 2

And for bulleted lists:

- Point 1
- Point 2

*Punctuation:* For enumerations, please precede the final item with a comma (use serial comma). Also use commas after “e.g.” and “i.e.”

*Quotation marks:* Use only double quotation marks for a quotation, except for quotes within a quote, which use single quotation marks. Concepts, terms, and short phrases (less than or equal to 40 words) should use double quotation marks. Punctuation should be placed inside quotation marks, except for when a single quotation mark is followed by a double quotation mark. Indent quotations of more than 40 words (without double quotation marks). Please cite the source at the end of the paragraph with a footnote. Text within quotations must remain as original; it should not be standardized.

*Spelling:* Use American English (except for references and quotations).

*Superscript:* Do not superscript ordinals; e.g., should be “1st ed.” (not “1<sup>st</sup> ed.”).

### ***File***

*Preferred file format:* MS Word (.docx). **The Editors encourage authors to submit final drafts of their work using the *Buddhism, Law & Society* .docx template**, which is available from the editors or via <https://sites.rutgers.edu/buddhismandlaw/information-for-authors/>.

*Font and font sizes:* Use Times New Roman 11 pt. for text and 9.5 pt. for abstracts and footnotes. To keep the files as clean as possible, please use 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 the automatic hyphenation feature.
- Do not use the automatic outline/numbering feature. 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 graphics formats are JPG, GIF, TIFF, or BMP (TIFF preferred).

### ***Tables and Figures***

Tables, figures, and other charts should be numbered sequentially with Arabic numbers, and should be included after the references list. Tables and figures can be no more than 4.5” wide (to fit the width of the journal page with margins). It is the author’s responsibility to seek permission to reproduce any materials subject to copyright.

### ***Notes and Bibliography***

References or citations from works listed in the bibliography should be placed in footnotes and follow the short author-date format.

### ***Examples***

#### 1. Book

##### 1.1 Reference in footnote

Ruskola 2013, 160

##### 1.2 Bibliography

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

#### 2. Journal Article

##### 2.1 Reference in footnote

Schonthal and Ginsburg 2016, 10

##### 2.2 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, 1: 1–15.

#### 3. Chapter in Edited Volume

### 3.1 Reference in footnote

Huxley 2009, 32

### 3.2 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.

## 4. Dissertation

### 4.1 Reference in footnote

Jaffe 1995, 125

### 4.2 Bibliography

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

## Notes:

- When abbreviations are used in footnotes for textual references (e.g., references to textual editions, dictionaries), such works should be listed in full in the bibliography alphabetized under the abbreviation, which is placed within brackets. For example, the following work would be referred to as “Vin II 44, 12–13” (= [PTS ed. of] *Vinaya*, vol. 2, p. 44, lines 12–13) in footnotes, and in the bibliography would be alphabetically listed under “Vin,” not under the author’s name, thus

[Vin] Oldenberg, Hermann. 1879–1883. *The Vinaya Piṭakam*. 5 Vols. London: Williams & Norgate.

- Separate multiple references in the footnote section with semi-colons.
- 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.

Questions about submission and the journal in general should be directed to Christian Lammerts and Petra Kieffer-Pülz (General Editors) via [Buddhismandlaw@rutgers.edu](mailto:Buddhismandlaw@rutgers.edu).

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