GUIDELINES ON STYLE
FOR MANUSCRIPTS SUBMITTED TO THE
JOURNAL OF CHAN BUDDHISM (CHBU):
East Asian and Global Perspectives

1. MANUSCRIPT FORMAT AND STRUCTURE

Spelling: British (The Concise Oxford Dictionary and The Oxford Dictionary for Writers and Editors) or American English (Miriam Webster) style quotations. Authors must be consistent with either British or American English.

Tables: Tables, maps, and figures are to be numbered and have a heading/caption. Do NOT place them in the body of the text; instead, place them at the end of the manuscript. Give a clear indication of where you want the material included; after reformatting, we shall insert them into the text during page layout.

Keywords and abstract: Please provide three to seven keywords and an abstract of no more than 200 words.

Notes: Use footnotes, not endnotes. To make a reference, please use (a) the author’s last name + (b) an abbreviation of the title of the book or article + (c) page number. For example:
For referring to a primary source, use the Romanized (not English) title + juan/fascicle number + page number (of the edition used). E.g., Wei shu 13.321.
* in particular, citation from the Taishō Canon: A citation should include the Romanized (not English) title, juan/fascicle number, T number, volume, page, column and line number: e.g., Xu Gaoseng zhu 21, T no. 2060, 50: 564a18–565b10.

Romanization: Please use pinyin to Romanize terms of Chinese origin; for Japanese terms, please follow the usage of Kenkyusha’s Japanese-English Dictionary (e.g., Jinbun rather than Jim bun). The first appearance of a Romanized term should be followed by the corresponding Chinese or Japanese character/s. For Korean terms, please use the Revised Romanization system instead of the older McCune–Reischauer system. For example, Romanize 崔致遠 as Choe Chiwon, rather than Ch'oe Ch'iwôn.
**Diacritics**: Please use full diacritical marks and use the Times New Roman Extended font for diacritics (please contact us should you have any questions as to how to install this program). Excluding the ū in lǜ 律, for example, diacritics are not required for Pinyin transliteration.

**Buddhist terms**: A Buddhist term that has entered the English vocabulary need not be italicized, but full diacritics should be kept intact. Please refer to *Journal of the International Association of Buddhist Studies* 5.2 (1982), 141–42, for a complete list of such terms.

### 2. BIBLIOGRAPHIES/REFERENCES

Primary sources and secondary studies shall be presented separately.

**English translation are needed for titles of all non-English publications, including journal articles, book chapters, edited volumes, monographs, journals, dissertations, etc.**

**(A) Abbreviations**: Please specify any abbreviations used in the footnotes. For examples:


**(B) Primary sources**: Primary [Asian] sources shall be presented in the following way:


For example:


* in particular, citation from the *Taishō* Canon: A citation should include

Pinyin/Romanization of the title + 2. original characters of the title + 3. Sanskrit and/or English translation + 4. *juan* 卷 number + 5. names of author(s) or translators + 6. completion date of the work + 7. information on the edition used. Example 2:


**(C) Secondary Studies**: The following style of reference is to be followed:
MONOGRAPH

BOOK CHAPTERS

ARTICLE IN PERIODICAL

DISSERTATION

PHOTOCOPIED MATERIAL

EAST ASIAN LANGUAGE BOOKS

EAST ASIAN LANGUAGE BOOK CHAPTERS

EAST ASIAN ARTICLE IN PERIODICAL
Appendix:
How to Prepare citations to Texts and People for Notes and in the Body of Your paper

Example no. 1: Chinese Buddhist text

Use “the” before the title of a text

*Chinese character:
Steady on

*English translation:
Italicize foreign word

In 420 or 421, Buddhabhadra translated the *Huayan jing 華嚴經* [Skt. *Avatamsaka sutra*: Flower Garland *Sutra*]

*pinyin:
Italicize

Square bracket

Sanskrit title (if any)

If the Sanskrit title is a scholarly reconstruction, write Skt.*

Include Sanskrit accent marker (i.e. “sūtra” > “sutra”)

Example no. 2: Tibetan Buddhist text

Write English name first

Italicize

In the *Kangyur*, we find a *Hundred Karmas Sūtra* [Tib. *Les bgryas tham-par*: Ch. *Baiye jing 百業經*]

Example no. 3: Chapter of Buddhist text

English translation of the chapter title

In quotation mark

Pinyin and Chinese character

No need to italicize

This legend is found in the ‘Chapter on Protecting the Stūpa’ [Ch. *Huta pin 護塔品*] in the *Rizang jing 日藏經* (Skt. *Suryagarbha sūtra*: Bodhisattva *Suryagarbha Sūtra*).

Example no. 4: Japanese text

*Romanji (for Japanese);
or *hangul* (for Korean)

Italicize

English translation

Kyōkai 彰成 (fl. early ninth century) wrote the *Nihon Ryouiki* 日本靈異記 [Record of Miraculous Events in Japan].

*Nihon Ryouiki* is an early Heian period *setsuwa* collection.
Example no. 5: How to add Chinese characters to translated selections

However, Ch’oe Ch’iwôn’s biography points to the possibility that Fazang’s native place was actually somewhere other than Chang’an:

In Tianshou 1 (October 16-December 5, 690), [Fazang] went to Xiazhou to visit his parents. All of the governors of the prefectures and the magistrates of the sub-prefectures that he passed on his way came out to greet him in the countryside—Buddhist monks [at the time] took this as an honor [for the Buddhist community as a whole]. 天授元年, 観視于夏州, 道次, 郡牧悅宰, 靡不郊迎, 總侶為榮。

Replace all Chinese punctuations with English ones. But remember to leave one space after each punctuation.

Example no. 6: How to mention foreign terms from East Asian languages

*Mofa* 未法 (final dharma) is a concept that has influenced the development of Chinese Buddhism. *Mofa* influenced the the production of Chinese Buddhist classics and the creation of Buddhist grottoes.

Italicize the pinyin. In the subsequent appearances, use *pinyin.*