



## *Chung-Hwa Buddhist Studies*

### **Manuscript Formatting**

Manuscripts should be prepared according to the “notes and bibliography” citation style in accordance with the 16th edition of *The Chicago Manual of Style*. The CHBS uses footnotes instead of endnotes. The CHBS reserves the right to return for revision any manuscript not in compliance with this system.

Footnotes may be concise since full details are included in the bibliography. Note that there is only one space following any mark of punctuation that ends a sentence or after a colon; both footnote and bibliography use the hanging indent style. The CHBS also uses “title” capitalization for all English titles. Below are a few examples. Please consult Chapter 14 in *The Chicago Manual of Style* for more details on the “notes and bibliography” citation style.

Full citation in a note:

1. Newton N. Minow and Craig L. LaMay, *Inside the Presidential Debates: Their Improbable Past and Promising Future* (Chicago: University of Chicago Press, 2008), 24–25.

Shortened citation in a note:

8. Minow and LaMay, *Presidential Debates*, 138.

Entry in a bibliography:

Minow, Newton N., and Craig L. LaMay. *Inside the Presidential Debates: Their Improbable Past and Promising Future*. Chicago: University of Chicago Press, 2008.

Citations of *Taishō shinshū daizōkyō* 大正新修大藏經 should have the following format: T (followed by a space) text number (followed by comma and space), volume number (followed by colon), page number (followed directly by register [a, b, c] and line number).

T 2035, 49: 485a16

Citations of *Shinsan Dainihon zokuzōkyō* 新纂大日本續藏經 (東京：國書刊行會, 1975–1989), the default CBETA digital pagination, should have the following format: X (followed by a space) text number (followed by comma and space) page number (followed by register [a,b,c, d] and line number). As in:

X 1540, 21b13–14.

Citations of *Wanzi xuzang jing* 卍續藏經 (臺北：新文豐, 1975), the 1975 reprint edition of *Dainihon zokuzōkyō*, should have the following format: R (followed by a space) volume number (followed by comma and space) and page number (with register and line number):

R 134, 815a1 (please use the Roman pagination rather than the ZZ Japanese pagination).

Please note that Romanized Pāli, Sanskrit and Standard Mandarin Pinyin should be italicized (except for names of persons, places, and schools).

*ren* 仁

*Banzhou sanmei jing* 般舟三昧經

*Yijing* 義淨

The following Sanskrit words are among those that do not require italicization: abhidharma, arhat, bodhisattva, buddha, dharma, karma, nirvāṇa, sūtra, tathāgata, vinaya. However, *Āgama*, *bhikṣuṇī*, and *Nikāya*, and almost all other Sanskrit words should be set in italics. Similarly, almost all non-English words should be italicized and do not need to be surrounded by quotes. When in doubt about italicization of Sanskrit words, consult the *Oxford English Dictionary*; if the word in question does not appear in the OED, it should probably be italicized.

Generally, Romanized foreign words should not be capitalized, unless it is a proper name such as the Three Jewels: Buddha, Dharma, and Sangha, or Hīnayāna, Mahāyāna,



Theravāda. Buddha and bodhisattva should be in lower case, unless used in proper names. Vinaya should also be in lower case unless used specifically for the Vinaya tradition (in China), as in use of the word Chan School. For foreign titles of works, whether these appear in text, notes, or bibliographies, capitalize only the words that would be capitalized in normal prose—first word of title and subtitle and all proper nouns. Foreign characters should follow the transliteration of the title, with a translation in parentheses. For example:

*Weimo jiejing* 維摩詰經 (*Vimalakīrti sūtra*), translated by Zhiqian 支謙 T 474, 14.

Full diacritics should be used with all Romanized Sanskrit and Pāli terms, even when they are omitted by the OED: saṅgha, nirvāṇa, Mañjuśrī.

When the title of a foreign work is mentioned in text, an English gloss often follows in parentheses. If the translation has not been published, the English should be capitalized sentence-style (as in the first example below) and should appear neither in italics nor within quotation marks. A published translation, however, is capitalized headline-style (as in the second example) and appears in italics or quotation marks depending on the type of work (see *The Chicago Manual of Style*, 8. 154–95):

1. Leonardo Fioravanti's *Compendio de i secreti rationali* (Compendium of rational secrets) became a best seller.
2. Proust's *À la recherche du temps perdu* (*Remembrance of Things Past*) was the subject of her dissertation.

Please use Times Extended Roman font for all words not in Chinese, and PMingLiU Chinese font for Chinese characters if possible. When quoting in Chinese please supply standard Chinese punctuation. The *CHBS* includes Chinese translations of article abstracts. Authors are asked to provide their own Chinese-language abstract, if possible. Please consult articles in this journal for examples of the “notes and bibliography” style system specific to our editorial policy.