



Instructions for Authors

Scope

This cross-disciplinary journal publishes research articles, reports, and book reviews on Chinese overseas throughout the world, and the communities from which they trace their origins. Moving across regions and disciplines, the Journal will examine Chineseness in its many diverse settings. With a Board of Editors drawn from fields as diverse as history, anthropology, sociology, geography, cultural studies, and political science, the Journal will contribute to transnational studies, as well as the study of Chinese communities in specific national settings. The *Journal of Chinese Overseas (JCO)* was published by Singapore University Press (NUS Press) from 2005 to 2008. Since 2009, *JCO* has been published by Brill for the Chinese Heritage Centre under the auspices of the International Society for the Studies of Chinese Overseas, with the sponsorship of the Lee Foundation.

Ethical and Legal Conditions

Please note that submission of an article for publication in any of Brill's journals implies that you have read and agreed to Brill's Ethical and Legal Conditions. The Ethical and Legal Conditions can be found here: brill.com/downloads/conditions.pdf.

Online Submission

JCO now uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: editorialmanager.com/jco. First-time users of EM need to register first. Go to the website and click on the "Register Now" link in the login menu. Enter the information requested.

When you register, select e-mail as your preferred method of contact. Upon successful registration, you will receive an e-mail message containing your Username and Password. If you should forget your Username and Password, click on the "Send Username/Password" link in the login section, and enter your first name, last name and email address exactly as you had entered it when you registered. Your access codes will then be e-mailed to you.

Prior to submission, authors are encouraged to read the 'Instructions for Authors'. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor's request for revision and final decision, is sent by e-mail.

Double-blinded Peer Review

JCO uses a double-blind peer review system, which means that manuscript author(s) do not know who the reviewers are, and that reviewers do not know the names of the author(s). When you submit your



Instructions for Authors

article via Editorial Manager, you will be asked to submit a separate title page which includes the full title of the manuscript plus the names and complete contact details of all authors. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. The names of these files and the document properties should also be anonymized.

File Format

Please upload source files such as .doc, and not .pdf files.

Contact Address

For any questions or problems relating to your manuscript please contact the Chief Editor, Prof. Liu Hong at: jco@ntu.edu.sg. For more information about *JCO*, manuscript format, and any queries or comments, please contact Ms. Frederica Lai at: jco@ntu.edu.sg. For eventual questions about Editorial Manager, authors can also contact the Brill EM Support Department at: em@brill.com.

Submission Requirements

Language

Manuscripts should be written in American English. Spelling should be consistent throughout. The article title, abstract and keywords and the author name (if a Chinese name is available) need to be provided in both English and Chinese.

Length

Research Articles submitted to *JCO* should be 25-35 doubled-spaced pages in length.

Where appropriate, photographs to be printed in black and white are welcome. The chief editors will arrange for each submission to be anonymously refereed by at least two relevant scholars.

A *research report* should not exceed 20 pages, double-spaced, and should contain original data. Unlike a full-length article, a research report need not be presented in a thorough theoretical context. Research reports will normally be reviewed by the chief editors, and if necessary, in consultation with a relevant member of the editorial board.

A *book review* should contain 1,000-1,500 words.

Manuscript Structure

The author's name and affiliation should appear on a separate title page only. Each article should be in the sequence of main text (divided into sections), Notes, and References Cited.



Instructions for Authors

Abstract and Keywords

If accepted, the author will be asked to send the final revised version together with a final abstract of 100-150 words, 3-8 keywords.

Biographical Note

There should also be a biographical note of not more than 80 words, including e-mail address.

Dates

17 June 2017, 100 B.C., A.D. 600, 1980s (not 1980's), etc.

Quotations

Use double quotation marks (") for a simple quotation. For a quotation within a quotation, use single quotation marks. A comma or a period (full stop) should be placed inside quotation marks in all situations.

For texts longer than 3 lines, use a block quotation, indented half an inch from the left margin. In this case, no quotation marks are necessary at the beginning and end of the quotation.

Romanization and Chinese Characters

Transliteration of Putonghua (Mandarin) should be in Hanyu Pinyin.

Chinese words that are not proper nouns should appear in italicized, un-capitalized Pinyin. Unlike in references, spacing of Pinyin in the text should group characters semantically and is up to the discretion of the author (i.e. 流动人口 may appear as floating population or as *liudong renkou*). Chinese characters may be included in the text, in parentheses following the transliteration. In the case of transliteration of other Chinese dialects, indicate, for example, C for Cantonese, H for Hokkien (Minnanhua), etc.

Bibliography and Text Citation

Submissions should use *author-date citation* in the text (for example, McKeown 2001: 93-94), and provide full citation in the references. Other formats to observe are as follows:

Please note that citation of Chinese sources, like the Zhuang Guotu source listed below, is in Hanyu Pinyin and Chinese characters, with a translation in English of the title only):

Ang, Ien. 1993. "To Be or Not to Be Chinese: Diaspora, Culture and Postmodern Ethnicity."
Southeast Asian Journal of Social Science 21(1): 1-17.

Chan, Yuk Wah. 2000. Management of Death in Hong Kong. M.Phil. thesis, The Chinese
University of Hong Kong.

Hara, Fujio. 2002. Malayan Chinese and China: Conversion in Identity Consciousness, 1945-1957.



Instructions for Authors

Singapore: Singapore University Press.

Ip, Manying, ed. 2003. *Unfolding History, Evolving Identity: The Chinese in New Zealand*. Auckland: Auckland University Press.

McKeown, Adam. 2001. *Chinese Migrant Networks and Cultural Change: Peru, Chicago, Hawaii, 1900-1936*. Chicago: The University of Chicago Press.

Menkhoff, Thomas. 1990. "Trust and Chinese Economic Behavior in Singapore." Paper presented at the International Conference on Overseas Chinese Communities towards the 21st Century, organized by the South Seas Society, Singapore, 6-8 November 1990.

Simoniya, N.A. 1961. *Overseas Chinese in Southeast Asia: A Russian Study*, translated by US Joint Publications Research Service. Data Paper No. 45. Southeast Asia Program, Ithaca, NY: Cornell University.

Wang, Gungwu. 1988. "The Study of Chinese Identities in Southeast Asia." In *Changing Identities of the Southeast Asian Chinese since World War II*, eds., Jennifer Cushman and Wang Gungwu, pp. 1-21. Hong Kong: Hong Kong University Press.

Zhuang, Guotu 庄国土. 2001. *Huaqiao huaren yu Zhongguo de guanxi 华侨华人与中国的关系 (Chinese Overseas and Relations with China)*. Guangzhou: Guangdong gaodeng jiaoyu chubanshe.

Figures and Tables

All figures and tables must be cited consecutively in the text.

Figures should be submitted as separate source files in .eps, .tif, or .jpg format, in a size suitable for the typesetting area of the journal. The resolution of these files should be at least 300 dpi for half-tone figures, and 600 dpi for line drawings. Number the files, and indicate in the manuscript where they are to appear (Fig. 1 here).

The text in a figure must be legible, and should not be smaller than corps 7. The size of this lettering for any text in a figure should be the same for all figures in the manuscript.

Publication

Proofs

Upon acceptance, a PDF of the article proofs will be sent to the designated author by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are



Instructions for Authors

strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. At this stage in the production process only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned promptly.

E-Offprints

A PDF file of the article will be supplied free of charge by the publisher to each author. Brill is a RoMEO yellow publisher.

Authors are allowed to post their submitted (pre-peer-review) version of the article at any time. This is the author's own version that had not yet been peer-reviewed, or had any value added to it by Brill (such as formatting or copy editing). Authors may post the accepted (peer-reviewed) version of their article 24 months after publication. This is the version accepted for publication, which contains all revisions made after peer review and copy editing, but has not yet been typeset in the publisher's lay-out. The publisher's lay-out must not be used in any repository or on any website.

Consent to Publish

Transfer of Copyright

By submitting a manuscript, the author agrees that the copyright for the article is transferred to the publisher if and when the article is accepted for publication. For that purpose the author needs to sign the **Consent to Publish** which will be sent with the first proofs of the manuscript.

Open Access

Should the author wish to publish the article in **Open Access** he/she can choose the **Brill Open** option. This allows for non-exclusive Open Access publication under a Creative Commons license in exchange for an Article Publication Charge (APC), upon signing a special **Brill Open Consent to Publish Form**. More information on Brill Open, Brill's Open Access Model, and the Brill Open Consent to Publish Form can be found on brill.com/brillopen.