



Instructions for Authors

Scope

The *Journal of Youth and Theology (JYT)* is an international peer-reviewed academic journal developed and originally published by the IASYM, the International Association for the Study of Youth Ministry, now published by Brill. The journal aims at furthering the academic study and research of youth and youth ministry, and the formal teaching and training of youth ministry. The academic efforts are rooted in the Christian theological tradition and ecumenical. The scope of the journal is to serve scholarship in the broad field of children, youth, faith, church, theology and culture. Research articles in the journal mainly have theology (both practical, systematic and biblical theology) as a core discipline. At the same time, contributions are often interdisciplinary, which implies theological reflection combined with e.g. pedagogical, sociological or psychological perspectives.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behaviour for all parties involved in the act of publishing: authors, editors, and reviewers. Authors, editors, and reviewers should thoroughly acquaint themselves with Brill's publication ethics, which may be downloaded here: brill.com/page/ethics/publication-ethics-cope-compliance.

Submission

JYT uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: editorialmanager.com/jyt.

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. During registration, you can fill in your username and password. If you should forget this username and password, click on the "send login details" link in the login section, and enter your e-mail address exactly as you 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-blind Peer Review

All papers submitted to *JYT* are peer reviewed. *JYT* uses a double-blind peer review system, which means the manuscript author(s) do not know who the reviewers are and the reviewers do not know the names of the author(s). When you submit your article via Editorial Manager, you will be asked to submit a



Instructions for Authors

separate title page that includes the full title of the manuscript, the names and complete contact details of all authors, the abstract, keywords, and any acknowledgement texts. This page will not be accessible to referees. The second file starts with the title, followed by the abstract and keyword texts and then the body of the manuscript. 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.

Contact Address

For any questions or problems relating to your manuscript please contact: David White, DWhite@austinseminary.edu (Editor-in-Chief). For questions about Editorial Manager, authors can also contact the Brill EM Support Department: em@brill.com.

Books for review and reviews should be sent to the Book Reviews Editor:

Dr Helen Blier
Pittsburgh Theological Seminary,
616 North Highland Avenue,
Pittsburgh, PA 15206, USA
hblier@gmail.com

File Format

Manuscripts should be submitted in electronic form as doc, docx or rtf files.

Submission Requirements

Language

British spelling conventions are to be used, and the *Oxford English Dictionary* is the reference for preferred spelling. Make sure that spelling and grammar are correct. Please proofread it carefully before submission. Write in the third-person form when possible.

Co-publication

In case of a co-publication (a manuscript with multiple authors), an explanation in the first footnote is required in which the individual responsibility/contribution of each author to the manuscript is explained.

Length

Please note that articles should not exceed the limit of 8,000 words.



Instructions for Authors

Manuscript Structure

Submissions should include a title page containing the author's name, institutional affiliation and contact details (postal address, fax number, phone number and e-mail address). The manuscript and subsequent pages should not contain the author's details in order to facilitate the blind review process. Authors should take care to use inclusive language when referring to both sexes and to avoid colloquialisms.

Headings

You should ensure that you are consistent in the scheme of levels of headings. We normally have up to three levels of headings and we ask that authors should follow this, where possible. Please use heading levels 1.1, 1.2, 1.2.1 etc.

1 The First Level Heading

The first sentence in the paragraph.

1.1 The Second Level Heading

The first sentence in a paragraph following a heading is not indented.

Abstract and Keywords

Submissions must include an abstract of between 100 and 150 words. Submissions must also include a list of between 2 and 6 keywords.

Biographical Note

Add a short (2–3 sentence) paragraph at the end of the article identifying the author(s), institution or relationship to the project/topic, position held, and/or other information relevant to the experience of the writer(s).

Italics

In general, foreign words and phrases should be italicized, both in main text and footnotes.

Footnotes

Footnotes should be used for references, with discursive footnotes kept to a minimum. The first reference must contain full publication details, with subsequent references giving the author, short title and relevant page number(s). Follow footnote referencing using *The Chicago Manual of Style, Sixteenth Edition*, available online at chicagomanualofstyle.org/.



Instructions for Authors

Short Title

When a book, a chapter or an article is referred to again, after its first occurrence, a short title form is used, e.g. Martyn, 'Have We Found Elijah?', p. 235.

Books

David F. White, *Practicing Discernment with Youth: A Transformative Youth Ministry Approach* (Cleveland: The Pilgrim Press, 2005), 99–100.

White, *Practicing Discernment*, 3.

Editor, Translator

Paulo Freire, *Pedagogy of the Oppressed*, trans. Myra Bergman Ramos. (New York: Continuum, 1990), 56.
Freire, *Pedagogy*, 57.

Journal Article

Bert Roebben, "Light of Day – Scaffolding a Theology of Youth Ministry," *Journal of Youth and Theology* 4, no. 1 (2005): 27.

Roebben, "Light of Day," 31.

Bibliography

Each article needs to have its own bibliography at the end of the article. Because of automatic referencing, this bibliography should strictly comply with the following rules:

General

- Do not use dashes for repeated author names.
- Capitalization of titles in both headline-style or sentence-style is allowed. Please follow the same capitalization style as in the original title.
- Reverse italics in titles are permitted when applicable.
- The Reference List should be presented in roman script. Use a transcribed version of the reference where necessary. The original script can be included within square brackets.

Please use the following style conventions:

Books

White, David F. *Practicing Discernment with Youth: A Transformative Youth Ministry Approach* (Cleveland: The Pilgrim Press, 2005).

Editor, Translator

Freire, Paulo. *Pedagogy of the Oppressed*, trans. Myra Bergman Ramos (New York: Continuum, 1990).



Instructions for Authors

Journal Article

In a note, list the specific page numbers consulted, if any. In the bibliography, list the page range for the whole article.

Roebben, Bert. "Light of Day – Scaffolding a Theology of Youth Ministry." *Journal of Youth and Theology* 4 (1) (2005), 23–32.

Website

A citation to website content can usually be directly in the text ("As of 17 January 2013, the IASYM stated on its website that..."). If a more formal citation is necessary, use the format below. Because such content is subject to change, include an access date or, if available, a date that the site was last modified.

"An Invitation from the Chair," accessed 17 January 2013, <http://www.iasym.net>.

IASYM. "An Invitation from the Chair." Accessed 17 January 2013. <http://www.iasym.net>.

For more detailed instructions please contact the Editor.

Biblical References

If quoting Scripture, include the Bible translation with each reference. Greek and Hebrew terms should be transliterated.

Author's Checklist

1. The audience for the *Journal of Youth and Theology* includes people from multiple academic disciplines, religious traditions, and international contexts who share in common their interest in youth work and ministry. Have you written with this audience in mind?
2. Does the article contribute significantly to current scholarly discourse about ministry with youth?
3. Does the subject matter represent new ideas or experiences that colleagues at other organizations and in other countries can incorporate into their work?
4. Will the article generate useful thinking on the topic?
5. Is the article well-written with a clear focus and well-developed/supported arguments?
6. Has the article been reviewed (by a fluent English speaker) for conformity with British English spelling and grammar?
7. Does the article conform to the submission guidelines listed above?

Publication

Proofs

Upon acceptance, a PDF of the article proofs will be sent to each author/ the designated author by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly



Instructions for Authors

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.

Authors will have 4 days to correct first proofs and to answer editorial questions.

E-offprints

A PDF file of the article will be supplied free of charge by the publisher to authors for personal use. Brill is a RoMEO yellow publisher. The Author retains the right to self-archive the submitted (pre-peer-review) version of the article at any time. The submitted version of an article is the author's version that has not been peer-reviewed, nor had any value added to it by Brill (such as formatting or copy editing). The Author retains the right to self-archive the accepted (peer-reviewed) version after an embargo period of 12 months. The accepted version means the version which has been accepted for publication and contains all revisions made after peer reviewing 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 (brill.com/resources/authors/publishing-books-brill/self-archiving-rights).

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 can be found on brill.com/brillopen.