T'oung Pao
International Journal of Chinese Studies
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Instructions for Authors

Scope

Founded in 1890, T'oung Pao (TPAO) has long been the leading scholarly journal on all aspects of traditional China. In the course of its existence, it has featured a wide range of formative contributions to Sinology by almost all major scholars in this field of ever-increasing importance. Peer-reviewed, under the guidance of its main editors, T'oung Pao regularly presents the best new scholarship on China and also includes an extensive book review section.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behavior 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

Submissions must be composed in MSWord and sent by e-mail as electronic attachments to all three editors:

  Vincent Goossaert (vincent.goossaert@ephe.sorbonne.fr)
  Martin Kern (mkern@princeton.edu)
  James Robson (jrobson@fas.harvard.edu)

Authors should also indicate their mailing address.

Books for Review

Books for review should be sent to the following address:

  Dr. Isabelle Ang
  Institut des Hautes Études Chinoises
  Collège de France
  52 rue du Cardinal Lemoine
  75005 Paris
  France
  isabelle.ang@college-de-france.fr
Instructions for Authors

Submission Requirements

Times New Roman, 12-point, is the preferred font to use for everything (main text, quotations, and footnotes). Songti 宋體 should be used for everything in Chinese.
Margins should be one inch all around; do not justify the right margin.
Double-space the main text and all quotations; footnotes may be either single- or double-spaced.
For most questions of style, we follow The Chicago Manual of Style.

Language

Submissions may be in English or French; submissions in other major European languages will also be considered. In English, T’oung Pao uses American (not British) spelling and punctuation conventions. This does not vary according to the location, nationality, or personal preference of the author. The only exceptions to this are when citing titles of works and within quoted material.

Capitalization

If text that follows a colon consists of more than one sentence, or if it is a formal statement, a quotation, or a speech in dialogue, then it should begin with a capital letter. Otherwise, what follows the colon should begin with a lowercase letter.
Do not capitalize:
- “dynasty,” “period,” “age,” “era,” etc. Thus, the Ming dynasty (not the Ming Dynasty), the medieval period (not the Medieval Period), the Kangxi era (not the Kangxi Era).
- “state,” “province,” “prefecture,” “county,” “commandery,” “district,” “village,” etc. Thus, Xingyang commandery (not Xingyang Commandery), the Chu state (not the Chu State).
- romanized official titles. Thus: zaixiang (not Zaixiang), taishou (not Taishou), shangshu you puye (not Shangshu You Puye).
- in referential use to others’ works (as, typically, in book reviews), “chapter” and all parts of books (e.g., introduction, preface, table, figure, index, etc.) are lower-cased.
Do capitalize:
- royal titles only when referring to specific persons. Thus, King Wu (but: the king decreed), Marquis Yi (but: the marquis assented).
- the term “buddha” when it refers to Śākyamuni or is used in combination with the name of a specific buddha; leave lower-case when it is used generically. Likewise, for bodhisattva.
- “Western” as a cultural term— ditto “Eastern” when contrasted to “Western.” Generally, directions are capitalized only when used as part of a conventional designation, e.g., “Central Asia.”

Punctuation

In accord with American punctuation practice (see above), note especially: use serial commas, i.e.,
include comma before the “and” in a series of three or more elements (e.g., the magistrate’s cap, sash, and seal of office); place quotation marks after period or comma, but before colon and semicolon. Em dashes (—), or long dashes, are used without spaces on either side. They should be used sparingly.

Chinese
Use fantizi 繁體字 for all Chinese characters. Use Pinyin (without tone marks) for Chinese romanizations. When romanizing Chinese terms in main text or in footnote citations, group words into semantic units; e.g. guanyu guwen yundong zhi jige wenti. When Chinese characters are included after a portion of translated text, do not enclose the characters in parentheses or brackets. When including Pinyin (italicized) and characters for a term, enclose them in parentheses; thus: daybook (rishu 日書).

Manuscript Structure

Abstract and Keywords
Submissions must include an abstract of no more than 150 words. Authors should also provide 3-8 keywords.

Headers
Headers of sections within the article should be in bold (not italics) and the first letter of each word should be capitalized (not just the first word).

Figures
Illustrations and tables should be included only in so far as they are indispensable for a correct understanding of the text. Figures in black and white are accepted; diagrams, charts, maps, plans, and other illustrations should be created at a resolution of at least 600 dpi and must be submitted electronically together with the article. The approximate positions of all illustrations should be clearly indicated in the manuscript.

Footnotes
Do not include a bibliography at the end of the manuscript. Include all relevant bibliographic information in footnotes (see below), with full citation on first occurrence and abbreviated title citation for the same work thereafter.
Instructions for Authors

Text Citations
When making page citations in the main text of an article or in a book review, place the citation in parenthesis and do use “p.” or “pp.” for reference to Western-paginated source. (In footnote citations, “p.” and “pp.” are eschewed; see below.)

General
Give authors' names in normal order: surname last for Western names, surname first for East Asian names.
Do not:
− use “p.” or “pp.”; simply give page number(s) after comma.
− use “f.” or “ff.”; provide page range.
− give complete pagination if the last page of a citation has the same hundred-place or thousand-place digit as the first cited page, thus: 235-48 (not 235-248), 1106-07 (not 1106-1107).

If the citation is to a footnote in a book or journal use the format “123, n.5”: “123” is the page number, followed by a comma and a space, but no space between “n.” and the number of the note.

Ibid.
Use “ibid.” (or, if first word of sentence, “Ibid.”) to refer to the same work (or the same work and same page[s]) as the only citation in the preceding footnote. Do not use “ibid.” when more than one work is cited in preceding note; and do not use it to refer to a preceding reference in the same footnote.

French Titles
For French titles, use the style adopted in Le Monde: i.e., only the first word is capped (À la recherche du temps perdu). However, a first noun is also capped if preceded only by an article and/or adjective(s), which are capped as well (Le Rouge et le noir; Les Fausses Vérités). All proper nouns are capped. Names of institutions also follow this rule; thus, “Bibliothèque nationale.” Likewise, journal titles: e.g., Journal asiatique, Études chinoises. Note the case of institution within the title: Bulletin de l’École française d’Extrême-Orient. Use accents on capital letters.

Using The
Delete “the” as part of institutional title, unless the rest of the title is so generic that it requires a specifier, e.g., The Hebrew University; The Oriental Institute; but simply University of Chicago (not The University of Chicago), or Ohio State University (not The Ohio State University). Do not indicate location of institution unless necessary to distinguish it from other institutions, e.g., Loyola University, Chicago; St. John’s College, Annapolis. For those state systems that have one major campus and several minor campuses (e.g., Wisconsin, Michigan, Texas), specify the location only of the minor campuses. Thus: University of Texas (not University of Texas, Austin), but University of Texas, Dallas; or University of
Wisconsin (not University of Wisconsin, Madison), but University of Wisconsin, Milwaukee. The only exceptions are University of California, Berkeley and University of California, Los Angeles, which share equal status as main campus of the California system.

**Books**

**Book Titles**

Words originally set in italics in a book's title are put in roman font in citations (since the title itself becomes italicized). Thus, *The Vitality of the Lyric Voice: Shih Poetry from the Late Han to the T'ang*. Titles of most non-English books are not translated. Do not provide translations of Chinese, Japanese, German, or French book titles, but do provide translations of Korean, Russian, and other less commonly cited non-English book titles.

Use *fantizi* 繁體字 for all Chinese characters (titles, names, etc.), even if originally published in *jiántízhì* 簡體字.

**Citing a Series**

If the book is one of a series from a publisher—e.g., Harvard-Yenching Monograph Series, *Handbuch der Orientalistik* (Brill)—do not include series information in the citation.

**Publishers**

If the publisher has more than one branch, give only the first (main) place of publication; thus: Seattle: Univ. of Washington Press (not Seattle and London).

Anglicize foreign places of publication; thus: Rome (not Roma), Vienna (not Wien), Tokyo (not Tōkyō), Cologne (not Köln).

If the publication is affiliated with a university, abbreviate as “Univ.”

For U.S. state names when needed, use standard abbreviations (or for short names, no abbreviation), not capped 2-letter postal codes; thus: Ithaca, N.Y. (not Ithaca, NY), Columbus, Ohio (not Columbus, OH), Lanham, Md. (not Lanham, MD), Tempe, Ariz. (not Tempe, AZ), Chico, Calif. (not Chico, CA).

Cambridge, England is simply “Cambridge”; Cambridge, Mass. is distinguished with the state abbreviation.

**Single Authored Book**


Instructions for Authors


Posthumous Book, with Editor

Double-authored Book
Cao Daoheng 曹道衡 and Liu Yuejin 劉躍進, Nanbeichao wenxue biannian shi 南北朝文學編年史 (Beijing: Renmin wenxue chubanshe, 2000).

Translation of Secondary Scholarship

Translation of Primary Works
Because these are almost always not simple translations but rather works of scholarship that include an introductory essay, notes, and other apparatus authored by the translator, cite under the translator’s name (NOT under original author):
Instructions for Authors


NB: Because this 2nd edition was thoroughly revised by the author and the text was entirely reset, there is no need to note 1976 publication date of the original first edition. Cf. below, “Reprinted Books.”


Multi-volume Works
For multi-volume works, such as the preceding Knechtges citation, in which each volume is published with a different subtitle and at a different time, the first citation must be by individual volume (NOT simply under collective main title and volume number). Thus also:


NB: Second and later citations to the same book will be in this form: Knechtges, Wen xuan 2: 103-35; or Needham, Science and Civilisation 5.3: 208-20. But each book in such a multi-volume series gets a complete first citation, since the publication date of each book is unique. Note that volume number and cited page number(s) are separated by colon.

NB: In titles, “volume” and “part” are not italicized and are lower-cased; abbreviate “volume” to “vol.” Change Roman numerals for volumes or parts (as originally in Needham) to Arabic numerals.

Reprinted Book
When using a reprint edition that maintains exactly the pagination of the original book, it is preferable to cite the original publication. But if you do cite the reprint edition, this must be indicated and the date of original publication must be included. If you do not give the original publication date, you imply wrongly that the author was still alive when the cited reprint edition was published. Therefore: Berthold Laufer, Sino-Iranica: Chinese Contributions to the History of Civilization in Ancient Iran, With Special Reference to the History of Cultivated Plants and Products (1919; rpt. Taipei: Ch’eng-wen Publishing Co, 1967).


NB: For second and later citations of the same book from Legge’s series of Chinese Classics, cite by subtitle. Thus: Legge, The Shoo King, 279-85. This is an exception to the normal rule that a short citation should be to an abbreviated form of the main title.

Edited Book
[For edited volumes, title comes first, followed by editor’s name (or names, if more than one).]


Instructions for Authors

Edited Book, Two Editors


Edited Book, More than Two Editors


Journal Articles

Do not

- use abbreviations for journal titles: *Chinese Literature: Essays, Articles, Reviews* (not CLEAR); *Études chinoises* (not EC).

- do not translate titles of non-English articles, nor the titles of non-English journals, except for Korean, Russian etc.

Do

- put all volume and issue numbers of journals in Arabic numerals (even if they were originally printed in Roman numerals).

- include the issue number (after period, following volume number) only if each issue begins anew with page one. Otherwise, the volume number alone suffices—as it does, e.g., with *T’oung Pao, Journal of the American Oriental Society, Harvard Journal of Asiatic Studies*, but not with, e.g., *Asia Major*.

- give the year of publication (not in parentheses), followed by period and the issue number for those journals that do not publish in annual or sequential volumes but rather just in issues: *Wenwu* 2008.4.

Romanization

Non-English journal titles are only romanized.

Chinese characters, kanji, and kana are only provided for rare, obscure, or ambiguous journal titles.

When romanizing Chinese titles, group words into semantic units.

With Chinese and Japanese articles, quotation marks are placed only around the romanized titles, and not around Chinese characters, kanji, and kana. Use *fantizi* for all Chinese characters (titles, names, etc.), even if originally published in *jiantizi*.

Single-authored Article

Qianshen Bai, “Calligraphy for Negotiating Everyday Life: The Case of Fu Shan (1607-1684),”
Instructions for Authors


Double-authored Article

Article in Edited Volume

Article in Encyclopedia or Similar Multi-authored Reference Work
[Always cite author of specific entry, not just the editor of the volume.]

Websites
Firstname Lastname, “Title of Web Page” (URL), date last accessed.
Instructions for Authors

Newspapers
Citations of newspapers should be: Title name, Day Month (written out, not in numerals) Year; thus:
Shenbao, 22 June 1856.

Premodern Chinese Texts
In general, do not translate the titles of Chinese primary sources. Only provide translations of titles of obscure texts. Thus: Chinese title characters on first usage (translation in parentheses). Thus, Shengzhou ji 聖胄集(The Sagely Descendants Collection). When translations are provided follow Chicago Manual and "headline style" (capitalize all key terms [nouns, pronouns, verbs, adjectives, adverbs, and some conjunctions], do not capitalize articles like "the," "an," "a," and common coordinating conjunctions "and," "but," "for," "or," and "nor"). Always include thejuan number, followed by period and page number. If you give only a page number, your reader must have the exact edition you are using in order to find your citation; a page number alone is useless. However, sincejuan numbers normally remain the same across editions, even without the same edition your reader will be directed to the correctjuan and within it should be able to find the citation without too much trouble.
Some texts reprinted in traditional folio format, in pages with flattened recto/verso sides (often with more than one to a page), are also given sequential pagination in Arabic numerals. In such cases always cite thejuan and page number (with recto/verso indication) of the traditional format; the sequential Western page number may be added in parenthesis but is not required.

Dynastic Histories
Since these are never single-authored, cite by title only; do not include name of authors or editors. Cite the editions published by Beijing: Zhonghua shuju, unless there is a specific point to be made that is evident only in another edition. Do not cite the separate volume number or the name of the chapter; cite only thejuan number and page number(s). Thus:
Shiji 史記 (Beijing: Zhonghua shuju, 1959), 95-2659.

Certain Classic Texts
Lunyu and Mengzi: give juan number and passage number (according to established numbering of passages) only, e.g., Mengzi 6A/8. Do not cite a particular edition unless you are referring to a specific commentary or note in that edition. When citingjuan number and passage number, separate by a slash (Analects 2/2).
Shijing: give the poem’s romanized title (in quotation marks) and the Chinese title followed by (within parenthesis) the translation of the title and the Mao number, thus: “Quan shui” 泉水
(Spring Water; Mao 39). Do not cite a particular edition of Shijing unless you are referring to a specific commentary or note in that edition.
**Instructions for Authors**

*Zuozhuan*: following page number, give the ducal year in parenthesis; e.g., Yang Bojun 楊伯 峻，

*Zuozhuan zhu* 春秋左傳注 (Beijing: Zhonghua shuju, 1990), 207 (Zhuang 18).

**Collectanea (i.e., congshu叢書)**

After individual work’s title, give the romanized title of collectanea in parenthesis. Do not give place of publication or name of publication, if a modern reprint; also do not give sequential volume number in the series.

The titles of the five most well-known collectanea can be abbreviated in caps: SKQS, for *Siku quanshu 四庫全書*; SBCK, for *Sibu congkan 四部叢刊*; SBBY, for *Sibu beiyao 四部備要*; CSJC, for *Congshu jicheng叢書集成*; and BBCS, for *Baibu congshu 百部叢書*.


“Zhenjietang ji,” *Jianghui shanfang ji fulu 江蕙山房集附錄* (Zhibuzuzhai congshu, BBCS), 3b-5a.

**NB:** The author’s name and the Chinese characters for specific work cited would presumably be included in the main text, and is therefore unnecessary in a footnote.

**Modern Editions with Commentary**

Cite commentator’s or editor’s name first, followed by book title. But for second and later citations, give book title only; never cite only by commentator’s or editor’s name:


**NB:** If commentator/editor lived before the twentieth century, give his dates.


Cao Rongnan 曹融南, *Xie Xuancheng ji jiaozhu* 謝宣城集校注 (Shanghai: Shanghai guji chubanshe, 1991).

**Poems**

When citing poems in footnotes, give the romanized title in quotation marks (no Chinese characters), followed by title of source book. Chinese characters for poem title are presumably given in main text, if needed (author’s name also in main text, otherwise include it at beginning of footnote):

Instructions for Authors

NB: Second and later references to poems in same book should be to book title only and omit “in”; thus “Tian wen,” *Chuci buzhu* 3.85-119. Likewise, for next example.


“Ji Qiongzhou Yang sheren,” *Quan Tang shi* 全唐詩 (Beijing: Zhonghua shuju, 1960), 614.7080.

Canonical Buddhist and Daoist Texts

When citing from the Taishō canon (*Taishō shinshu daizōkyō* 大正新修大藏經), use the following format: *Da banniepan jing* 大般涅槃經 7, T. 374: 12.404b8-c21.

(Here the number after the text title is the relevant *juan* number of the cited text; the number after T. is the sequential number of the text in the Taishō edition; the number following the colon is the Taishō volume number in which the text is found; the number after the period is the page number in that volume; the letter after the page number is the horizontal register (a, b, or c) on that page; and the number after the register indication is the column number in that register [column numbers may be omitted].)

When citing from the Zhengtong Daoist canon 正統道藏, the preferred edition is the Yiwen reprint of the 1926 Baiyunguan 白雲觀 text. Use the following format: *Zhen gao* 真誥 (DZ 1016), 8.9a4-10b4.

(Here the number following DZ is the sequential number of the text in the Schipper index to *Daozang*; the first number after the parenthesis is the *juan* number of the cited text; the number after the period is the page number in that *juan*; the number after the recto/verso indication is the column number on that page of the cited text [column numbers may be omitted]. The volume number in the canon is not included.)

Dates

Do not abbreviate dates; thus: (1209-1274), NOT (1209-74).

Quotations

When incorporating quoted material into a sentence, when necessary change a sentence-capital to lowercase, *without* adding brackets around the letter.

Ellipses

In ellipses, three periods indicate deletion of material within a sentence; four periods indicate that the material following constitutes part of another sentence (the fourth period is the sentence period). Do not add brackets around ellipses.
Instructions for Authors

Hyphenation
For hyphenation, less is better. Thus: premodern (not pre-modern), antiwar (not anti-war), nonviable (not non-viable). Generally, hyphenate only when needed to avoid ambiguity. Therefore hyphenate compounds with “well-” which precede their noun, e.g., “...well-known author”; but such compounds that follow their noun are not hyphenated, e.g., “The author is well known.” Similarly for “better-known.” Note that when themselves modified, these compounds are not hyphenated: “…a less well known author.” Compound nouns used as adjectives of the type “fifth-century...” (e.g., fifth-century China) are always hyphenated. But do not hyphenate adverbs in “-ly” modifying an adjective, thus: “harshly spoken words” (not “harshly-spoken words”), “fully packed bags” (not “fully-packed bags”).

Numbers
Spell out numerals from 1 to 100, except for dates, and where numbers are mentioned several times within a few lines of text. Also spell out round multiples of those numerals up to ten thousand. Ragged numbers of three digits or more above one hundred are given in Arabic numerals. Thus: more than six thousand taels; he was fifty-seven years old; during the sixteenth century; in chapter thirty-one. But: lasting 340 years; costing 167 gold pieces. Exception to the rule about spelling out round multiples: when the number is part of a set phrase, e.g., an 8,000-bushel salary.

Translations
Insert translations of longer than two sentences as a block quote in the main text. This should be indented, with translation first and Chinese text below it; separate both from surrounding text by a line space. Chinese quotations are punctuated using Chinese punctuation marks according to Chinese rules.

Charges
The Publisher reserves the right to charge authors for changes made to proofs other than correction of compositor’s errors.

Book Reviews
Book review headers use the following format, omitting non-applicable information:

The Book under Review: With a Sub-title. By (or, Edited by) John Q. Smith (or, and Mary X. Jones; or, and Mary X. Jones, Jane P. White, and Thomas Y. Brown). Revised (or, 3rd) edition. Trans. James Black. Publisher’s Monograph Series, vol. 13. Place of publication: Publisher, Date. xlv + 221 pp., illus. References to the author of the book under review (or to authors of articles in an edited volume) should be to surname only, except for a first reference to the author’s whole name. Do not add “Professor” or other titles to the surname.
Instructions for Authors

Articles en français

Les articles en français suivront les normes typographiques habituelles : notamment, les poncuations doubles (?!?) sont précédées d’un espace insécable, les appels de notes précèdent les marques de ponctuation, seuls les noms propres sont en majuscles et les références bibliographiques, tout en suivant le format général adopté pour l’anglais, n’utilisent que des virgules et non des . et :

Publication

Proofs
Upon acceptance, a PDF of the first proofs of the article will be sent to authors by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these 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, those in excess of 10% of the original composition cost will be charged to authors. Proofs should be returned within two weeks of receipt.

E-offprints
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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.
Instructions for Authors

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.