



Instructions for Authors

Scope

Asiascape: Digital Asia (or *DIAS*) explores the political, social, and cultural impact of digital media in Asia. Bringing together inter- and multi-disciplinary research in the social sciences, arts, media and communication studies, information and computer sciences, and area studies, the journal examines the role that information, communication, and digital technologies play in Asian societies, as well as in intra-regional and transnational dynamics.

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.

Online Submission

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

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. First-time users of EM need to register first. During registration, you can fill in your username and password. If you should forget your 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

DIAS 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 article via Editorial Manager, you will be asked to submit a 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 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.



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File Format

Manuscript files should be submitted in MS Word format (.doc or .docx). Figure files for line drawings and maps should be submitted as separate source files, as .jpg, .tif, or .eps, at the size appropriate for the journal and at a high resolution between 300 and 600 dpi.

Contact Address

For any questions or problems relating to your manuscript please contact the Editor-in-Chief, Dr. F.A. Schneider: f.a.schneider@hum.leidenuniv.nl. Questions regarding review articles and book reviews should be directed at the review editor, Martin Roth: m.roth@asobiba.de. For questions about Editorial Manager, authors can also contact the Brill EM Support Department at: em@brill.com.

Submission Requirements

Types of Contribution

Asiascape: Digital Asia (DIAS) accepts submissions for research articles that explore the political, social, and cultural impact of digital media in Asia. We also accept review articles, book reviews, reviews of relevant conferences, and reviews of digital media products and services from the region.

Language

Contributions should be written in English, using UK British spelling, and 'z' instead of 's' in words like 'organization'. Spelling should be consistent throughout. The author is responsible for a grammatically and stylistically correct manuscript.

Font

Manuscript submissions should be written in Times New Romance, 12pt. Use a Unicode font for East Asian characters and scripts, and for all diacritical marks.

Punctuation

Use the serial comma (aka Harvard comma or Oxford comma): place a comma *after* the penultimate item in a series or list, e.g. 'the American flag is red, white, and blue', *not* 'the American flag is red, white and blue'.

Quotations

For quotations, punctuation marks such as commas, periods, exclamation marks, and question marks are placed within the quotation marks if they also appear within the original quote, e.g.:

Einstein reportedly wondered 'am I or are the others crazy?'

Commas and periods that belong to the overall sentence structure are placed *outside* of quotation mark:

Was Einstein correct to assert that 'reality is merely an illusion, albeit a very persistent one'?



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Semicolons, colons, asterisks, dashes, and footnotes are always placed outside the closing quotation marks. All quotation marks throughout are single inverted commas.

Length

Research articles should not exceed a length of 10,000 words, including notes and references. Review articles can be short reviews (500 - 1,000 words), longer discussions (1500 - 3000 words), or mashup articles of several related works (3500 - 5000 words). Please refer to asiascape.org/diasreviews.php for more information and a list of books we are proposing for review.

Manuscript Structure

General

Manuscripts that are submitted for initial consideration should be complete, including all notes, bibliographical references, tables, etc.

For matters of style not specifically covered by the *DIAS* house style, please refer to the most recent edition of *The Publication Manual* of the American Psychological Association.

Manuscript pages should be numbered consecutively, double-spaced with wide margins on all sides (use ragged rather than justified right margins). Use one space between sentences, not two.

Title Page

Please include a *separate* title page document to facilitate anonymous peer-review. This page should include the a) title of the article; b) name of author; c) institute with which the author is affiliated; d) the author's address (both postal and e-mail); e) abstract; f) keywords; and g) any acknowledgement text. This information should appear *only* on this separate title page.

Abstract and Keywords

Each article should be accompanied by an abstract (max. 150 words), which should state the principal conclusions of the paper, as well as 2-6 keywords for indexing purposes. Reviews do not require an abstract or keywords.

Reviews

For book reviews, please refer to pages of the book reviewed only by citing the page numbers in brackets and use the following structure for your review. Make sure you provide all necessary information:

Lev Manovich, *Software Takes Command*. New York: Bloomsbury (2013). 376 pp. ISBN: 978-1-6235-6745-3. Price: \$25.10.

[Your review]



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[Your first and last name]

[Affiliation]

[Email address]

Headings

All headings should follow the following formatting system:

Level	Format
1	Left-aligned Boldface, Uppercase and Lowercase Heading (11pt)
2	<i>Left-aligned, Boldface, Italicized, Italics Uppercase and Lowercase Heading (11pt)</i>
3	Indented Roman Uppercase and Lowercase Heading (11 pt)
4	<i>Indented, italicized, Uppercase and Lowercase Heading (11 pt)</i>
5	Indented, Roman Heading (10 pt)

Block Quotations

Quotes of more than 40 words should be provided en-block, without quotation marks, single-spaced, and indented on the left:

Castells (2009: 25) has argued the following:

The core activities that shape and control human life in every corner of the planet are organized in global networks: financial markets; transnational production, management, and the distribution of goods and services; highly skilled labour; science and technology, including higher education (...).

Footnotes

Footnotes can be used to provide additional relevant information. They are placed behind the sentence punctuation (e.g. comma or full-stop).

References

DIAS uses an in-house referencing system similar to the in-text referencing style of the American Psychological Association (APA), commonly used in social science research. Short references are given in the text (see below) and the full references are then provided in an alphabetic reference list at the end of the manuscript.

Text References

References in the text should normally consist of the author's last name and publication year, e.g.,



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(Castells 2009). Multiple references are separated by a semi-colon, e.g. (Castells 2009; Monge & Contractor 2003). Where references point to exact sections of the text, the publication year is followed by a colon and the page number(s), e.g. (Castells 2009: 25). For two authors, both last names are provided, e.g. (Monge & Contractor 2003). For three or more authors, provide the first author's last name, followed by 'et al.', e.g. (Ho et al. 2003).

References that follow a quote should appear after the quotation marks but before punctuation marks (e.g. commas and full-stops). Omissions within quotes are replaced by a parenthetical ellipsis (...) and additions are added in [square brackets]. Examples:

Castells (2009: 25) argues that our world is organized in networks.

'The core activities that shape and control human life (...) are organized in *global* networks'

(Castells 2009: 25, emphasis added).

As Castells (2009: 25) has argued, 'The core activities that shape and control human life (...) are [today] organized in global networks'.

Monge & Contractor (2003) provide theoretical approaches to networks.

Networks have become an important area of research (Monge & Contractor 2003).

Sources without an author are referenced under the name of the relevant institution, e.g.:

(Encyclopaedia Britannica 2013), (BBC 2012), (PRC State Council 2010: 14-16). If no institutional author is available, then reference the source under a short title.

Repetitions can be given by using *ibid.*:

Castells (*ibid.*) argues that our world is organized in networks.

'The core activities that shape and control human life (...) are organized in global networks' (*ibid.*: 25).

In the review section, please add a 'p. XX' to page numbers where referring to the reviewed work, and refer to chapters by abbreviating "ch. X".

Bibliography

A list of references is included at the end of the manuscript. The title for the section is 'References', and the list should be ordered alphabetically by last name, and then chronologically by publication year for multiple sources by the same author. In case of multiple entries for the same author in the same year, the publication year is followed by a lower-case letter, e.g.: (2012a), (2012b). If the original publication date differs from the cited source, then both years are provided, e.g.: (1978/1995). Examples:

Books, Monographs

Anderson, Benedict (2006), *Imagined Communities* (3rd rev. ed.). London & New York: Verso.

Castells, Manuel (2009), *Communication Power*. Oxford et al.: Oxford University Press.

Foucault, Michel (1978/1995), *Discipline and Punish: The Birth of the Prison*. New York: Vintage Books.



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Books, Edited Volumes

- Carey, John (Ed.) (1999), *The Faber Book of Utopias*. London: Faber & Faber.
- Ho, Kong Chong, Kluver, Randolph, & Yang, Kenneth C.C. (Eds.) (2003), *Asia.com – Asia Encounters the Internet*. New York & London: RoutledgeCurzon.
- Zhang, Xiaoling, & Zheng, Yongnian (Eds.) (2009), *China's Information and Communications Technology Revolution: Political Impacts and State Responses*. Oxon & New York: Routledge.

Books, Multivolume Works

- Castells, Manuel (2010), *The Rise of the Network Society: Vol. 1. The Information Age* (2nd ed.). Oxford et al.: Wiley-Blackwell.
- Foucault, Michel (1978-1986), *The History of Sexuality* (Vols. 1-3). New York: Vintage Books.

Books, Chapters in Edited Volumes

- Dodge, Martin (2005), 'The Role of Maps in Virtual Research Methods'. In: Christine Hine (Ed.), *Virtual Methods – Issues in Social Research on the Internet*. Oxford & New York: Berg (pp. 113-127).
- Yang, Guobin (2009), 'Historical Imagination in the Study of Chinese Digital Civil Society'. In: Zhang Xiaoling, & Zheng Yongnian (Eds.), *China's Information and Communications Technology Revolution: Political Impacts and State Responses*. Oxon & New York: Routledge (pp. 17-33).

Journal Articles

- Knox, John S. (2009), 'Punctuating the Home Page: Image as Language in an Online Newspaper'. *Discourse & Communication*, 3(2), 145-172.
- Park, Han Woo, & Thelwall, Mike (2006), 'Web Science Communication in the Age of Globalization'. *New Media & Society*, 8(4), 629-650.

Newspaper Articles

- China Today (2010), 'Shanghai Expo – Most Awaited Event of 2010'. 59(5), 10-30.
- Yan, Xuetong (2011, November 21), 'How China can defeat America'. *The New York Times*, p. A29.

Online Sources

- BBC News (19 August 2012), 'Japan Activists Land on Disputed Islands amid China Row'. Retrieved 24 January 2013 from <http://www.bbc.co.uk/news/world-asia-china-19303931>.
- CNNIC (2011), 'Statistical report on Internet development in China'. *China Internet Network Information Centre Online*. Retrieved 3 January 2012 from <http://www1.cnnic.cn/download/2011/cnnic28threport.pdf>
- Link, Perry (17 February 2011), 'Middle East Revolutions: The View from China'. *The New York Review of Books Blog*. Retrieved 10 November 2011 from <http://www.nybooks.com/blogs/nyrblog/2011/feb/17/middle-east-revolutions-view-china/>



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Papers or Presentations

Rogers, Richard (2008), *The Politics of Web Space*. Manuscript in preparation. Retrieved 25 October 2011 from http://www.govcom.org/publications/full_list/rogers_politics_web_space_2008_pre.pdf.

Shirky, Clay (2009), *How Social Media Can Make History*. Lecture presented at TED. Retrieved 13 June 2011 from

http://www.ted.com/talks/clay_shirky_how_cellphones_twitter_facebook_can_make_history.html.

Interviews

Personal correspondence and interviews do not need to be included in the list of references, but should receive an in-text citation, e.g. 'Joe Smith (personal communication, 26 July 2011) informed me that...'. For anonymous interviews, the format should be: 'As one interviewee (Tokyo, 26 July 2011) explained, ...'.

Non-English Works

Sources in foreign languages should state the original title first, followed by a translation in brackets. For languages that use a different script (e.g. Chinese, Japanese), names and titles should be provided in the most common transliteration (Pinyin for Chinese, Romaji for Japanese, etc.). Capitalization follows the conventions of the original language:

De Kloet, Jeroen (2008), 'Media en populaire cultuur: nieuwe vormen van cultureel burgerschap?' (Media and Popular Culture: New Forms of Cultural Citizenship?). In Chong Woei-Lien, & Ngo Tak-Wing (Eds.), *China in verandering – balans en toekomst van de hervormingen* (*China in Transition – Balance and Future of Reforms*). Almere: Parthenon (pp. 120-142).

Wu, Mei, & Cao, Chengyu (2011), *Wangluo tuishou yunzuo: Tiaozhan hulianwang gonggong kongjian* (*The 'Pushing-Hands Maneuver': Challenging the Internet's Public Spaces*. Hangzhou: Zhejiang University Press.

Abbreviations and Acronyms

All abbreviations are spelled out upon first mention, with the abbreviation given in brackets.

In general, abbreviations and acronyms should be used sparingly, and only when they are in common usage (e.g., 'USA', 'UN', 'e.g.', 'i.e.', 'etc.').

Apostrophes

All contractions are spelled out (e.g. 'cannot', 'will not', 'it is' rather than 'can't', 'won't', 'it's'). Decades only take an apostrophe if the century is omitted (e.g. 'the 1970s', but 'the '70s'). Plural forms and nouns ending on *s* do not take an additional *s* when turned into a possessive, e.g.: 'Descartes' philosophy', 'the netizens' attitude'.



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Capitalization

After a colon, capitalize full sentences, material with multiple sentences, and quotations. Otherwise, use lower case.

Foreign Language

Important names in foreign languages should be spelled in their most common transliteration (e.g. 'Mao Zedong', but 'Chiang Kai-shek'). Key words in foreign language are transliterated and printed in cursive script, followed by the original characters, which need to be formatted in Unicode. Example (Chinese): 'The concept of a harmonious society (*hexie shehui* 和谐社会)...'.

Gender

Manuscripts should use inclusive language and avoid gender-specific generalizations (e.g. 'humankind' rather than 'mankind'). Pronouns should use the plural form or state both male and female pronouns (e.g. 'he or she', 'him or her'). The form 's/he' is never used.

Numbers, Dates, and Time

DIAS generally uses the decimal system. Cardinal and ordinary numerals from one to twelve are spelled out, including such numbers followed by *hundred* or *thousand* (e.g. 'four', 'six thousand'), and any number at the beginning of a sentence. Exceptions are comparisons and listings in the same category (e.g. '12 out of 50 research subjects', 'from the 2nd to 18th Party Congress'). Decimal quantities, currency amounts, and percentages are always written as figures ('5%', '3.7 gigabyte', '€28 million', '\$7.20').

Dates are provided as follows:

day (numerical) + month (spelled out) + year (numerical), e.g. 12 March 2011.

Times use the 24-hour clock and the following format: hh:mm, e.g. '15:00' (instead of 3 pm).

Publication

Proofs

Upon acceptance, a PDF of the article proofs will be sent to the 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 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 to the editor within the period requested.



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