

Journal of Language, Culture, and Religion Style Guidelines

JLCR uses Chicago author-date citation format. Basic formatting instructions for sources are available [online here](#).

For in-line citations, use the following format:

(Smith 2009)

To refer to a specific page range in an article, use the following format:

(Smith 2009, 170–95)

Notes

- Use only one space between sentences, not two.
- **Citations.** Use in-line citations to cite sources, but footnotes if a necessary parenthetical explanation is needed.
- **References.** Include a list of references at the end of the article, formatted exactly according to the latest Chicago Manual of Style guidelines.
- **Dashes.**
 - Use hyphens (-) in compound words such as mother-in-law;
 - Use en-dashes (–) within verse references (John 3:1–16), page, verse, year, or chapter ranges;
 - Use em-dashes (—) to signal a break in thought (“What is significant—perhaps the most significant argument in this essay—is that...”).
- **Bible Translations.** If you use a default Bible translation in your article, indicate such in a footnote the first time the Bible is quoted. If you do not have a default translation throughout the article, indicate the Bible translation for each quotation in parentheses following the verse reference, e.g., (Rom 3:20, NIV).
- **Authors’ Names.** Include either a first initial or full first name along with the last name of each person or scholar mentioned *the first time in each chapter*.
- **Tabs.** Do not manually insert tabs (by hitting the Tab button) to start paragraphs. Each paragraph should have an automatic first line indentation (set in the Paragraph settings) to demarcate a new paragraph.
- **Line Breaks.** Do *not* have a full, empty line break between paragraphs, between entries in the References list, or between footnotes.
- **Tables and Figures.** Please use Tables for all tables and figures, and Shapes (such as arrows) if necessary. That means especially, do not create what look like tables by using tabs and line breaks. **Ensure that any tables or figures fit on a 6x9 page in Word with 1” margins, using Times New Roman 11 point font.**
- **Fonts.** All text *must be* in Unicode fonts. You may use any fonts you wish, as long as they are Unicode. One exception is Hebrew. All Hebrew fonts should be in Ezra SIL, which is available for [free online](#).
- Be specific with page ranges, and write out the numbers in full on each side of an en-dash. Do not ever use f, and do not use ff. unless it is a case where the end of a context you are citing is not clear-cut. Thus, Author, *Work*, 445–456; **not** 445–6, nor 445–56, nor 445f.

Biblical Abbreviations

Old Testament

Gen	Genesis
Exod	Exodus
Lev	Leviticus
Num	Numbers
Deut	Deuteronomy
Josh	Joshua
Judg	Judges
Ruth	Ruth
1-2 Sam	1-2 Samuel
=1-2 Kgdms	1-2 Kingdoms (LXX)
1-2 Kgs	1-2 Kings
=3-4 Kgdms	3-4 Kingdoms (LXX)
1-2 Chr	1-2 Chronicles
Ezra	Ezra
Neh	Nehemiah
Esth	Esther
Job	Job
Ps/Pss	Psalms/Psalms
Prov	Proverbs
Eccl (Qoh)	Ecclesiastes (Qoheleth)
Song (Cant)	Song of Songs/Solomon (Canticles)
Isa	Isaiah
Jer	Jeremiah
Lam	Lamentations
Ezek	Ezekiel
Dan	Daniel
Hos	Hosea
Joel	Joel
Amos	Amos
Obad	Obadiah
Jonah	Jonah
Mic	Micah
Nah	Nahum
Hab	Habakkuk
Zeph	Zephaniah
Hag	Haggai
Zech	Zechariah
Mal	Malachi

New Testament

Matt	Matthew
Mark	Mark
Luke	Luke
John	John
Acts	Acts
Rom	Romans
1-2 Cor	Corinthians
Gal	Galatians
Eph	Ephesians
Phil	Philippians
Col	Colossians
1-2 Thess	1-2 Thessalonians
1-2 Tim	1-2 Timothy
Titus	Titus
Phlm	Philemon
Heb	Hebrews
Jas	James
1-2 Pet	1-2 Peter
1-2-3 John	1-2-3 John
Jude	Jude
Rev	Revelation

Apocrypha

Tob	Tobit
Jdt	Judith
Add Esth	Additions to Esther
Wis	Wisdom of Solomon
Sir	Sirach/Ecclesiasticus
Bar	Baruch
Ep Jer	Epistle of Jeremiah
Add Dan	Additions to Daniel
Pr Azar	Prayer of Azariah
Bel	Bel and the Dragon
Sg Three	Song of the Three Young Men
Sus	Susanna
1-2 Macc	1-2 Maccabees
3-4 Macc	3-4 Maccabees
1-2 Esd	1-2 Esdras
Pr Man	Prayer of Manasseh
Ps 151	Psalms 151

Citing the Bible

Gen 1-2	Genesis chapters 1 through 2
Gen 1:2	Genesis chapter 1, verse 2
ch./chs.	chapter/chapters
v./vv.	verse/verses (not versus!)
HB	Hebrew Bible

LXX	Septuagint
OT	Old Testament
NT	New Testament

Example of Multiple Verse Citation:

Rom 3:21–26, 27–31; 4:1–5; Col 2:11–12 (semi-colon when chapter or book change; only comma when additional verses in the same chapter and book)

Names of biblical books at the beginning of a sentence should be spelled in full, while the author may choose whether to abbreviate them within a sentence (“Ephesians discusses spiritual warfare, and Eph [or Ephesians] perhaps does so more than any other Pauline epistle.”)