

STYLESHEET

for

CHINA: AN INTERNATIONAL JOURNAL

Length

- research articles must be no longer than 10,000 words inclusive of footnotes (about 50) and 100-word abstract
- review articles (review of 3-5 books on the same topic) must be no longer than 10,000 words inclusive of footnotes
- comments and notes must be no longer than 5,000 words inclusive of footnotes (about 25) (no abstract required)

Page Setup

- double-spaced, Times New Roman pt 11
- 4-cm margins all round
- page numbers at centre bottom
- right margin is NOT to be justified
- quotations of 40 words or more should be indented on the left and right and not enclosed in quotation marks

Spelling

- Please run a spellcheck over the entire manuscript. The CIJ uses British spelling.
- Chinese words should be written in *pinyin* italics except for names of people and places outside of mainland China such as Chiang Kai-shek and Taipei, and Chinese dialects such as Cantonese and Hokkien
- Acronyms should be spelled in full when used for the first time

Dates

- In the text, footnotes, tables, and figures, dates should be written in the form of 12 Jan. 2002

Tables and Figures

- Tables and figures (maps, graphs, and diagrams) should be on separate pages at the end of the article. The approximate positions where they ought to be placed in the text should be clearly marked. These will be adhered to as closely as possible.
- Each table and figure should be specifically mentioned in the text and given an Arabic numeral and title, e.g., Figure 1: GDP Growth Rate, 1952-1978
- The title is to be placed at the top of the table/figure and the source(s) at the bottom.
- Figures may contain graphs with patterns, but not tints
- Be sure to specify the units involved

Referencing

- No bibliography is required. For style of referencing, see examples below
- Please place footnotes at the bottom of each page, indicated in the text by way of consecutive, superscript Arabic numerals
- Note that it is imperative that the page number(s) of the book/article being cited are included, especially if you are making a direct quote
- English translations of all Chinese or other non-English material must be given
- Sources cited more than once should be abbreviated, i.e., author and title only, for second citation onwards
- References to privately circulated or photocopied material should contain the name and location of the appropriate department or institution
- Book and journal titles should have maximal capitalization, i.e., capitalisation of the first letter of every word except articles, prepositions and conjunctions
- Titles of Chinese journal articles and of articles of chapters in books given in pinyin, should have minimal capitalization, i.e., capitalisation only of the first letter of the first word of the title and of words that normally start with a capital letter.
- All footnotes must be carefully checked for accuracy and cross-checked for consistency

Examples:

Lin Shuanglin, "The Decline of China's Budgetary Revenue: Reasons and Consequences", *Contemporary Economic Policy* 27 (2000): 477-90.

World Bank, *World Development Report* (Oxford: Oxford University Press, 2000/1), p. 25.

"200 Billion Debt Disturbs China's Township", *Zhongguo gaige bao* (China's Reform Newspaper), 19 Jun. 2001, p. 7.

Yi Gang, "China's Economy and Banking Reform" (paper presented at the Fifth Annual NBER-CCER Conference, Beijing University, 30 Jun. 2002), p. 14.

Michael J. Green, "The Search for an Active Security Partnership", in *Partnership: The United States and Japan*, eds. Akira Iriye and Robert A. Wampler (Tokyo: Kodansha International, 2001), pp. 146-7.

Andrew Scobell, "Crouching Korea, Hidden China: Bush Administration Policy toward Pyongyang and Beijing", *Asian Survey* (Mar./Apr. 2002): 356.

Ralph Cossa, "Powell Speaks ... Was Anyone Listening?", *Comparative Connections* 4, no. 2 (Jul. 2002): 22.

Akira Iriye, *The Chinese and the Japanese* (Princeton: Princeton University Press, 1980), p. 3.

Elizabeth Perry and Mark Seldon, eds., *Chinese Society: Change, Conflict and Resistance* (London: Routledge, 2000), p. 75.

Li Tong, "Hangzhou zilaishuichang chuangan qianhou" (The Establishment of Hangzhou Waterworks), *Hangzhou wenshi ziliao* (Cultural and Historical Materials on Hangzhou), 8 (1987): 112-9.

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