

MODERN CHINA

STYLE SHEET

- (1) **MANUSCRIPTS:** Should be double-spaced with one-inch margins and should be submitted *in triplicate*. *Modern China* uses a blind peer review process. Authors should not include their names in the manuscript and should avoid other identifying references. Enclose a Windows compatible disk containing the complete article. Please also submit a cover sheet with complete contact information (mail, phone, fax, and email).

Submit articles to:

Philip C.C. Huang
Editor, *Modern China*
Department of History
University of California, Los Angeles
Los Angeles, California 90095-1473
USA

- (2) **TEXT:**

(a) **Heads.** The text should be broken by subtitles to facilitate reading.

(b) **Text Citations.** Specify all references *in the text* (and in the text of any notes) by last name of author and year of publication, with pagination as appropriate. Do not use *ibid.*, *op. cit.*, *loc. cit.*, *supra*, *infra*, or *cf.*; instead show subsequent citation of the same source in the same way as the first citation. Provide full names in the citation only when the reference list includes more than one author with the same surname. List complete information for every reference at the end of the article only, under "REFERENCES."

Examples:

As a result, "the elite strengthened their control of the militia and therefore of the local areas" (Wei, 1985: 160).

Indeed, in the absence of any immediate need, many counties simply disbanded their militia at this time (Hunan zhengbao, December 20, 1912; Fu and Liu, 1933: 13-14, 17-18).

(c) **Notes.** Use notes for discursive comments, not for documentation.

Superscripts for location of notes should be inserted in the text and all notes should be collected at the end of the article (and before references) under "NOTES." Notes should be in the same 12 point font of the text and should be double-spaced.

(d) **Italics.** Use italics sparingly. Italicize foreign terms only at the first occurrence in the article.

(3) **REFERENCES:** List all references alphabetically by author and (for works by the same author) chronologically by year of publication. In references, observe these standards:

(a) Do not use “et al.” List all collaborators.

(c) Periodical data should be complete (volume, month, pages, series)

(d) Do not use italics or boldface.

(e) In the transliteration of titles of works in East Asian languages, capitalize only the first word and proper names (e.g., Mao Zedong xuanji).

(f) Give English translation in parentheses following titles of East Asian books and articles. Provide English translations also of organizations or institutions that serve as “authors,” compilers, or editors.

(g) List authors by full name. Use a comma after the surname of an author with an East Asian name only if the author’s work cited was written in a Western language and the author used Western name order.

(h) Abbreviate Journal, Review, and University as J., Rev., and Univ.

Examples:

CHENG MAOXING (1936) Xianxing baojia zhidu (The current baojia system). Shanghai: Zhonghua shuju.

CH’U, T’UNG-TSU (1962) Local Government in China under the Ch’ing. Cambridge: Harvard Univ. Press.

DUARA, PRASENJIT (1990) “Elites and the structures of authority in the villages of North China, 1900-1949.” Pp. 100-120 in Joseph W. Esherick and Mary B. Rankin (eds.), Chinese Local Elites and Patterns of Dominance. Berkeley: Univ. of California Press.

Huailu xianzhi (Gazetteer of Huailu county) (1985 [1876]) Huailu: Huailu xian zhengfu.

MACGOWAN, D. J. (1887) “Chinese guilds or chambers of commerce and trades unions.” J. of the China Branch of the Royal Asiatic Society 21, 3: 133-92.

MORITA AKIRA (1976) “Shindai no gito sei to sono haikai” (The yitu system and its background in the Qing dynasty). Shakai keizai shigaku 42, 2:

1-23.

NEGISHI TADASHI (1951) *Shanghai no girudo* (The guilds of Shanghai). Tokyo: Nippon hyōronsha.

—— (1953) *Chūgoku no girudo* (Chinese guilds). Tokyo: Nippon hyōronshinsha.

- (4) **TABLES AND ARTWORK:** Tables will be typeset. All other artwork should be *camera-ready*. Prepare each figure, diagram, or chart on a separate sheet of paper. In general, artwork should be a maximum of 4 ½ in. wide by 7 in. deep (high). Artwork can be printed broadside (7 in. wide x 4 ½ in. high). If it is easier for the artist to work on a larger size image, make it proportionate to a 4 ½ in. x 7 in. image area (that is, 9 in. wide by any depth up to 14in.-- which, when reduced exactly in half, will give the proper size). If the artwork is scaled for reduction, remember that any lettering or numbering will be reduced accordingly and therefore make the original large enough so that it will still be legible after reduction.

Artwork should be clear, sharp black-and-white originals. Light blue linework (for example, blue graph paper and Ditto duplicating work) does not photograph at all. Most office copying machine work, including xeroxed material, reproduces very poorly and should be avoided. Photostats should be glossy positives, preferably furnished to final size (maximum dimensions same as artwork). If maps are to be reproduced, they should be in black-and-white, and the lettering should be sharp and large enough to be readable even if the map is photo-reduced to 4 ½ in. x 7 in. Photographs should be large glossies instead of small snapshots, and have high contrast. Authors must seek and receive permission from copyright holders if they wish to illustrate their articles with such illustrations. Contact us to get a copy of Sage's standard permissions form.

(5) **TRANSLITERATION:**

- (a) **Chinese.** Use the *pinyin* system in transliterating Chinese terms and names. Wherever necessary, the old spelling may be put in brackets on the first occurrence. Do not hyphenate given names (Zhou Enlai); hyphenate other words and terms only when necessary for clarity. Exceptions to the pinyin rule, for the sake of clarity, will be considered at the author's request. A reliable source for the pinyin system is the *Xinhua zidian* (Beijing: Shangwu yinshuguan, rev. ed., 1971).
- (b) **Japanese.** Follow the system of *Kenkyusha's New Japanese-English Dictionary* (Tokyo: Kenkyūsha, 1954), but omit macrons over long vowels in well-known place names (e.g., Tokyo).

- (c) **Korean.** Follow the McCune-Reischauer system described in “The Romanization of the Korean Language,” *Transactions of the Korean Branch, Royal Asiatic Society* 29 (1939): 1-55, but substitute an umlaut for the half-moon.
- (d) Languages of minority peoples within China should follow the accepted academic standard if one exists. If not, please use the International Phonetic Alphabet. It is sometimes desirable to also include the Chinese for the term or phrase.
- (6) **CHARACTERS:** While the journal will not normally print characters, contributors should append a list of characters for all uncommon names or terms occurring in their articles so that the editors can resolve any questions that may arise regarding transliterations.

JOURNAL POLICY

- (1) **MALE-ORIENTED LANGUAGE:** Do not refer to sexually mixed groups of people by using male-oriented words (“men,” “man,” “brothers”) and do not personify such groups as male (“the Chinese revolutionary and his outlook”).
- (2) **CHINA:** The journal will refer to China as “China” or the “People’s Republic of China.” Expressions such as “Red China,” “Communist China,” or “mainland China” will be avoided. Do not use vague terms such as “the Reds,” “the Communists” or “the Chinese” when a more specific expression (the Chinese people, the Party, the government, the Central Committee, the China Travel Service) is in order. The term “Communists” should be applied only to Party members.