

Religions of South Asia: Guidelines for Contributors

Please follow these guidelines when you first submit your article for consideration by the journal Editors and when you prepare the final version of your article following acceptance for publication.

Introduction

Religions of South Asia (RoSA) will consider articles from established scholars and research students. Articles should be 5,000–9,000 words, including any footnotes but excluding the list of references. Longer articles will be considered, provided that the length is justified by the contents.

RoSA publishes articles of quality on any aspect of South Asian religions, including religious traditions of South Asian origin followed elsewhere (e.g. Buddhism), and those followed in South Asia though originating elsewhere (e.g. Islam, Christianity). Studies may arise from various disciplines (e.g. archaeology, art history, anthropology, Asian studies, law, philosophy, philology, psychology, religious studies and theology).

The subject includes:

- The different cultural and geographical regions where South Asian religions exist or have existed (in South, South-East, Central and East Asia, and the South Asian diaspora);
- Historical and contemporary aspects (including religious developments in the South Asian diaspora);
- Theoretical, practical and methodological issues relating to South Asian religion;
- Textual, linguistic, archaeological and art-historical studies.

There are three issues a year, in print and online, each of roughly 128 pages and including articles, reviews and sometimes review essays. From time to time there is a Special Issue covering a particular aspect of the subject, edited by a Guest Editor. Proposals for Special Issues, accompanied by an overall rationale and abstracts of any individual papers which are already planned, should be emailed to the Editors in the first instance.

The Editors are Simon Brodbeck, Dermot Killingley, and Anna King, supported by an international Editorial Board to advise them both on individual articles and on questions of policy. The Reviews Editor is Suzanne Newcombe. The publisher is Equinox Publishing Ltd.

The Editors will only exceptionally consider previously published material. They will consider translations of articles previously published in other languages, if they consider that their publication in English will considerably advance the study of the subject. They will not consider articles which are under consideration by other publishers. It is assumed that once you have submitted an article to *RoSA* it will not be sent to other publishers until the Editors have made a decision about its inclusion.

Procedure for Submission

Online Submission

We prefer to accept all submissions online. However, if you are unable to submit your article electronically through the Equinox website, contact the Editors directly.

Online submission is a five-stage process. You may submit articles or book reviews, but in the case of book reviews, please check with the Reviews Editor that the book you want to review has not already been assigned.

Once you have begun the five-stage process, you will be prompted to supply various types of information (metadata) along with your article, including an abstract of no more than 200 words, and three to six keywords, a short biographical statement of up to 75 words, contact details and appropriate Library of Congress subject classification codes. These metadata are important because they facilitate the indexing of your article once it is published, leading to more citations and greater readership.

You will be asked to upload your article. Your submission must be in Microsoft Word file format (.doc/.docx). We do not accept other file formats, as other formats may not be received correctly by the Editors and are more likely to be corrupted during the production process.

For articles containing diacritics, please upload an original submission file as a .doc/.docx and a PDF as a supplementary file. If your manuscript includes diacritics, you must use a Unicode font such as Gentium, which is downloadable free from:

http://scripts.sil.org/cms/scripts/page.php?site_id=nrsi&item_id=Gentium_download

It is also possible to upload other supplementary material such as (a) data sets, (b) sources that would otherwise be unavailable to readers, or (c) audio/video material. If you would like to make such submissions, please communicate directly with the Editors about how you might envisage such material being integrated with the publication of the journal.

When you have completed the submission process, the Editors will receive a notification of your submission and you will receive confirmation that the review process has started. The Editors will communicate with you by e-mail regarding the progress of your submission; please ensure your contact details are correct.

Procedure for Book Reviews and Review Essays

The Reviews Editor receives books offered by publishers for review, and assigns them to reviewers. Any established scholar may also offer to review a particular recent book in their field, but should first check with the Reviews Editor in case the book has already been assigned. Reviews should be 500–1200 words.

Established scholars may also offer to write review essays, covering several books by a single author, in a series, or around a particular topic, or raising wider issues beyond the book or books under review. For this, they should approach the Reviews Editor, with details of the book or books to be reviewed. Review essays (but not reviews of single books) are subject to peer review.

Ensuring a Blind Peer-Review

All articles are peer-reviewed, by members of the Editorial Board and/or by external referees. The Editors will make every effort to have all submissions evaluated in a timely manner and in any case within three months of submission. The evaluation may include recommendations for revision, which the author must carry out to the Editors' satisfaction before the article can be accepted.

Authors and peer-reviewers will remain anonymous to each other throughout the reviewing and editing process. To ensure the integrity of the blind peer-review we need to make

every effort to preserve anonymity. Therefore when preparing your article for submission please take the following steps:

1. Remove any references to your name or other obvious identifiers from the body of the text as much as possible.
2. Remove author identification from the properties of your text document.
 - a. If using Microsoft Word begin by clicking on File on the main menu of the Microsoft application: File>Save As>Tools (or Options with a Mac)>Security>Remove personal information from the file properties on save>Save.
 - b. On any PDF uploaded, remove the author names from Document Properties found under File on Adobe.

Permissions

It is your responsibility to clear permissions for any copyrighted material that you use or quote, including artwork.

Style Rules

Page layout should be A4, with a minimum margin of 1 inch / 2.54 cm, and with one-and-a-half line spacing. A 12-point font must be used, and justification and hyphenation must be turned off. Pages must be numbered in one sequence, beginning with 1.

Format of Articles

Articles should be 5,000–9,000 words in length, including any footnotes but excluding the list of references. Longer articles will be considered, provided that the length is justified by the contents.

Use no more than three levels of heading below the title, and ensure that each level is clearly identifiable. Headings and sub-headings should be ranged left, and should not be numbered.

Footnotes should be as few and brief as possible, and should not be used solely for giving citations. Do not use endnotes.

Format of Book Reviews and Review Essays

Reviews of single books should be 500–1200 words in length. The length of review essays can be discussed with the Editors. A review should be headed with the details of the book(s) reviewed, in the following format:

Feeding the Dead: Ancestor Worship in Ancient India, by Matthew R. Sayers. New York: Oxford University Press, 2013. xvi + 188 pp., £64 (hb), £19.99 (pb). ISBN 978-0-19-991747-1 (hb), 978-0-19-989643-1 (pb).

A review should not normally include footnotes, or citations of other books. Citations of the book under review should be by page number, in the form (p. 6). If it is essential to cite another book, it should be in the form (Peter van der Veer, *The Modern Spirit of Asia*, 2013, p. 81).

Diacritics

Articles arising from disciplines in which exact romanization is not usual (e.g. sociology, history) need not use diacritics. Articles using literary sources in Asian languages should

use the appropriate internationally accepted romanization system, with diacritics (preferably the one used by the US Library of Congress). If there is any uncertainty as to whether a particular article should have exact romanization and which system should be used, the Editors should be consulted.

Spelling

British spelling and punctuation should be used. Where British practice varies, *The Concise Oxford English Dictionary* (2011) should be consulted. Please note the following:

1. The suffix *ize* should be spelt thus (not *ise*) (e.g. *emphasize, recognize, organization*). Exceptions are certain words in which *ise* is not a suffix (e.g. *improvise, exercise*).
2. Spell *judgment, acknowledgment* (not *dge*).
3. Spell *focused, focusing* with single *s*, not *ss*.
4. Possessive forms of names with final *s* should be written with added 's (e.g. *Jones's views*). Certain names may be written without the added *s* if this is traditional (e.g. *Jesus' sayings*).
5. Numerals should be written as words when they are ten or below, when they begin a sentence, or when they are an even hundred, thousand, million, billion, etc. Names of centuries should be written as words: *twenty-first century; nineteenth century*, etc. (A hyphen before *century* is only used if the phrase is attributive and goes together with the following noun (e.g. *nineteenth-century India*).
6. The apostrophe ' should only be used either where *s* marks a possessive form (but not in the possessive form *its*), or where it's a colloquial form of *is* or *has*. It should not be used in plurals such as *the NGOs, the 1920s*.

Italics

Italicize:

- non-English terms, at each occurrence, but not a final English plural -s or -es (e.g. *munis; apsarases*).
- the titles of books and journals.
- the titles of texts, including text collections.
- quotations in South Asian languages.

Do **not** italicize:

- names of persons, deities, places, schools of Hinduism or Buddhism, textual genres such as Upaniṣads, etc.
- quotations in English, or titles of articles.

Quotations

Short quotations (of up to three lines) should run continuously with the main text, and be indicated by single quotation marks ' '. Double quotation marks " " should be used only for quotations within quotations. The source of the quotation should be cited in brackets after the closing quotation mark and before the following full stop or other punctuation.

Long quotations (of more than three lines) should be indented from the left margin (but still in 12-point size), without opening or closing quotation marks. Any quotation within a long

quotation should be in single quotation marks ‘ ’. The source should be cited in brackets on the line below the end of the quotation, ranged right.

Any omission within a quotation, but not at the beginning or end, should be marked with . . .

Parentheses and Brackets

Round brackets () should be used to mark a parenthesis. Brackets within brackets should be avoided if possible. (If they are used, they should be round (as in this example).) If a parenthesis is a complete sentence (as in the preceding example), the full stop should be to the left of the closing bracket. Other punctuation (except a question mark or exclamation mark which is part of the parenthesis!) should be to the right of the closing bracket (as the comma in the preceding sentence, or the full stop in this sentence).

Square brackets [] should be used to indicate matter inserted within a quotation, or the change of a letter from upper to lower case or vice versa. Square brackets should be used where a non-English word is translated in a quotation but the author of the article inserts the original word (e.g. ‘There is consensus [*ijma*] on this question’). Square brackets with quotation marks should be used where the author of the article inserts a translation of a non-English term (e.g. ‘There is *ijma* ‘[‘consensus’] on this question’). The insertion [sic] (‘[it is written] thus [in the original]’) should only be used to indicate that an apparent error is not the fault of the author of the article. It should not be used to pass judgment on the quoted author’s choice of words.

Abbreviations

The abbreviations e.g. (‘for example’), i.e. (‘that is’) and etc. (‘and other things’) should only be used in parentheses or in footnotes.

For dates, use BCE and CE (in small capitals and without full stops).

For abbreviations in citations and in the list of references, see under ‘Citations and References’ below.

If you use abbreviations for titles of texts, names of organizations, etc., list them under the heading ‘Abbreviations’ before the list of references.

Gender

Where a gender-inclusive alternative is possible, it is to be preferred (e.g. *humankind* or *humanity* rather than *man*).

Illustrations, Tables, Maps and Figures

Illustrations, tables, maps and figures must be numbered consecutively, using Roman numerals for tables and Arabic numerals for figures. They must include captions which identify the source of any image or data. Authors are responsible for obtaining copyright and for submitting illustrations in digital form. The publisher accepts no responsibility for redrawing illustrations.

In the printed copies of *RoSA*, illustrations, tables, maps and figures are normally printed in black-and-white or greyscale, though they can be in colour in the online version. Authors should therefore ensure that they are readable without colour (e.g. by using different forms of dotted line in graphs).

When an article has been accepted, any photographs and figures should be supplied electronically in separate files, at a minimum (in the case of half-tones) of 300 dpi.

Citations and References

All citations should be given in brackets (see below), and each citation must refer unambiguously to an entry in the list of references. Conversely, the list of references should contain only those works that are cited. A footnote should not be created solely to give a citation, though footnotes may include citations.

Bracketed Citations

Citations of modern publications should be in author and date form, followed by a page number (unless the whole work is cited)—e.g. (Squarcini 2013: 173). Authors with the same surname should be distinguished by initials—e.g. (J. D. Smith 1999: 76). Publications by the same author with the same date should be distinguished by letters—e.g. (Flügel 2006a: 327). A passage on two or more pages should be referred to in the form (Appleton 2014: 71–72) or (Sharma 2002: 108–11). Do not use the abbreviation f. or ff. If the work has several volumes, use an Arabic figure for the volume number, followed by a full stop—e.g. (Radhakrishnan 1923–7: 2.103), meaning volume 2, page 103.

Where the same source is referred to in several places in the same paragraph, it should be given in the above form on the first occurrence—e.g. (Appleton 2014: 70)—but in the form (p. 73) or (pp. 73–74) in subsequent occurrences in the paragraph. Otherwise the abbreviation p. or pp. should not be used (except in reviews; see above). Do not use op. cit., loc. cit. or *ibid.*

For literary or religious texts, including modern literary texts of which there is no one standard edition, give chapter and verse or other appropriate reference—e.g. (*Bhagavad-Gītā* 18.61); (Śaṅkara on *Vedānta-Sūtra* 1.1.4); (Forster, *A Passage to India*, ch. 12). If such a text is referred to frequently, the title may be abbreviated, and listed under the heading ‘Abbreviations’ before the list of references.

List of References

The list of references should be at the end of the article, and headed ‘References’. It should contain only those works that are cited. Sources should be listed in alphabetical order of author (or exceptionally title, where this is the conventional form of citation); where there are several sources by the same author, they should be listed in order of date. Where there are two sources by the same author published in the same year, add a, b, etc. after the date—e.g. 2007a, 2007b. Titles of books should be in italics. Titles of journal articles, or of chapters, articles or papers in multi-authored books, should be in single quotation marks ‘ ’. English titles should have a capital initial for each word, other than prepositions, articles, conjunctions, or forms of the verbs *be* and *have*. Titles in other languages should be capitalized as in the source, since different languages have different conventions. All entries should be punctuated as in the examples below.

Books. Give the author’s surname, forenames and initials (as given in the source), the date of publication, the book’s title (in italics, with subtitle separated by a colon), the place of publication, and the publisher. E.g.:

Appleton, Naomi. 2014. *Narrating Karma and Rebirth: Buddhist and Jain Multi-Life Stories*. Cambridge: Cambridge University Press.

Chapters, articles or papers in multi-authored books (including encyclopedias). If only one contribution in the book is referred to, list it as follows:

Pechilis, Karen. 2011. 'Spreading Śakti.' In Tracy Pintchman and Rita D. Sherma (eds.), *Woman and Goddess in Hinduism: Reinterpretations and Re-envisionings*: 97–120. New York: Palgrave Macmillan.

But if several contributions in the same book are referred to, list the book (under the editor's or first-named editor's name), and also the individual contributions, as follows:

Black, Brian. 2013. 'The Rhetoric of Secrecy in the Upaniṣads.' In Lindquist 2013: 101–28.

Lindquist, Steven E. (ed.). 2013. *Religion and Identity in South Asia and Beyond: Essays in Honor of Patrick Olivelle*. London: Anthem Press.

Squarcini, Federico. 2013. 'Punishing in Public: Imposing Moral Self-Dominance in Normative Sanskrit Sources.' In Lindquist 2013: 165–84.

Articles in journals. Give the author's surname, forenames and initials (as given in the source), the date of publication, the article's title (in quotation marks), the journal's title (in italics), the volume number (with part number in brackets), page numbers, and DOI if available for the online edition. E.g.:

Rehmana, Uzma, and Peter Lund-Thomsen. 2014. 'Social Support at a Sufi Lodge in Punjab, Pakistan.' *Contemporary South Asia* 22 (4): 377–88. DOI: 10.1080/09584935.2014.963515.

Kamran, T. 2009. 'Contextualizing Sectarian Militancy in Pakistan: A Case Study of Jhang.' *Journal of Islamic Studies* 20 (1): 55–85. DOI: 10.1093/jis/etn057.

Texts that are referred to by title. List the text under its title, followed by details of the edition or translation used. E.g.:

Atharva-Veda. W. D. Whitney (trans.), *The Atharva Veda Saṃhitā*. 2 vols. Cambridge, MA: Harvard University Press. 1905.

Bhagavad Gītā. Gavin Flood and Charles Martin (trans.). Norton Critical Editions. New York: W. W. Norton. 2014.

Websites. Give the author, page title and URL of the site, and the date accessed. Give an individual author if one is listed, otherwise use an institutional author. If there is a historical publication date, use that; otherwise use the year of access. The format would look like this:

Open University. 2015. 'Beyond the Frame: Indian British Connections.' <http://www.open.ac.uk/arts/research/asianbritain/> (accessed 2 February 2015).

Pulham, Sheila, Lisa Villani, Florian Stadtler and Rozina Visram. 2010. 'South Asians Making Britain: 1858–1950.' *The Guardian Online*. 10 September. <http://www.theguardian.com/world/interactive/2011/sep/10/south-asians-making-britain> (accessed 2 February 2015).

Tabor, Betsy. 2015. 'Student Reflections: Sri Lakshmi Temple.' *The Pluralism Project: Harvard University*. <http://www.pluralism.org/pages/resources/clergy/interfaith-leadership/reflections/tabor> (accessed 2 February 2015).

Abbreviations in References

In the list of references, use the following abbreviations:

ed. ('editor'; 'edited by')
eds. ('editors')
repr. ('reprint')
rev. ('reviser'; 'revised by')
trans. ('translator'; 'translated by')
vol. ('volume')
vols. ('volumes')
2nd edn. ('second edition')

Do **not** abbreviate titles of journals or reference books.

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Proofs of articles will normally be sent to authors as PDF files. Authors should notify Equinox of any necessary corrections within one week. They should advise the Editors in advance if they will be unable to do this. Only typographic corrections, and responses to specific questions raised by the Editors, can normally be accepted at this stage.

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