

# **THE DVK MANUAL OF ACADEMIC WRITING**

Adapted and Summarised from *The SBL Handbook of Style*  
(2<sup>nd</sup> Edition) and *The Chicago Manual of Style* (17<sup>th</sup> Edition)

Bengaluru  
2022

(For Private Use Only)

## A Word of Introduction

With profound gratitude and joy, I present before the faculty, scholars and students *The DVK Manual of Academic Writing*, as an aid in academic publications and research. This handbook is adapted and summarized from the second edition of *The SBL Handbook of Style* and the seventeenth edition of *The Chicago Manual of Style* for the use of DVK.

Pope Francis begins his Apostolic Exhortation *Veritatis Gaudium*, saying that “The joy of truth expresses the restlessness of the human heart until it encounters and dwells within God’s Light, and shares that Light with all people.” He adds that the cultural atmosphere in which human being lives has a great influence on their way of thinking and acting. Hence arises the need for some general norms of expression of the thought for the legibility and its acceptability at large.

I firmly believe that *The DVK Manual of Academic Writing* will definitely succour everyone in this regard. At this juncture, I appreciate and acknowledge the serious efforts put forward by Prof. Geo Pallikkunnel CMI and Dr. Jeff Shawn Jose Kaipettiyil CMI with regard to this valuable publication and monumental contribution to the pursuit of wisdom. Together with the magi came in search of the Promised One, we shall seek and find the Holy Wisdom with utmost humility and sincerity.

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## **The DVK Manual of Academic Writing**

We shall adhere to a style in scientific papers (Dissertations, Theses, Research Papers etc.) in order to avoid inconsistencies. Inconsistency in a scientific work is a contradiction, and it is against its own scientific nature. Here we are trying to draw a method of style to be followed at DVK, Bengaluru. It is mostly the *SBL Handbook of Style* (*SBL*) with some adaptations. The *SBL Handbook of Style* is basically *The Chicago Manual of Style* (*CMS*), except in cases when the field very consciously and authoritatively adopts a different standard. We are not going through the full details of this style here. For a full view you have to go through the book: *The SBL Handbook of Style: For Biblical Studies and Related Disciplines* 2<sup>nd</sup> ed. (Atlanta: SBL Press, 2014). Saju Chackalackal's *Research Methodology: A Dharmaram Guide to Scientific Research in Ecclesiastical Institutions*, (Bangalore: Dharmaram Publications, 2004) also helped very much to prepare this. We have also consulted *CMS* (17<sup>th</sup> Edition) also wherever needed.

## 1 Format of Dissertation/Thesis/Research Paper

### 1.1 Preliminaries

**Size of the Paper for Print:** We use A4/ Demi-Quarto size (8.5 x 11 inches) size paper.

**Margins:** 1.5 inches to the left and to the top; 1 inch to the right and to the bottom.

**Font and Size:** For the body of the text we use the same font throughout the paper/thesis/dissertation. Any one of the following three fonts shall be used: **Times New Roman**, **Book Antiqua**, and **Calibri**. The size of the font for the body of the text is 12, except in chapter headings, where it is 14. Indented passages (i.e., block quotations) are printed in 12 points but notes are in 10 points. Bibliography and other entries within the Reference Matter, as they form part of the text, shall be also printed in 12 points.

**Font Type:** Any paper/thesis/dissertation prepared today should be typed using Unicode fonts,<sup>1</sup> particularly if it includes non-Latin alphabets such as Hebrew, Greek, Coptic, Syriac, Arabic, Armenian, or Indian languages like Sanskrit, Hindi, Tamil, Malayalam etc. Unicode fonts assign each character in a given alphabet to a universally accepted “location,” so that the character remains the same even though the font or typeface is changed from one Unicode font to another. The universality of the character location enables files from one platform and font (e.g., SBL Hebrew on a PC) to be transferred seamlessly to a different platform and font (e.g., Ezra SIL on a Mac) with no change in the coding or display of the text.

**Line-Spacing:** The line spacing of the text shall be 1.5 and for the block quotations it shall be 1. The font of footnotes

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<sup>1</sup> Three fonts given above are Unicode fonts.

shall be the same, with the size of 10,<sup>2</sup> and the line spacing also shall be 1.

## 1.2 Order/Organization of Pages of Dissertation/Thesis

### A. The Preliminaries

1. Half Title Page
2. Title Page
3. Declaration
4. Preface/Acknowledgement
5. Table of Contents
6. Table of Pictures/Tables if any (optional)
7. Abbreviations (optional)
8. Transliteration Table (optional)

### B. The Text

1. General Introduction
2. Body: Well-defined Chapters/Parts
3. General Conclusion

### C. The Reference Matter

1. Additional References, if any, such as Glossary or Appendices
2. Bibliography
3. Index (optional)

### 1.2.1 Explanations and Examples:

#### **Proportion of Pages of the Matter** (Sample/Suggestion):

This is not for restriction but to get an idea.

BTh/BPh Thesis: 50–60 pages  
 LTh/LPh/LOCL Thesis: 90–100 pages  
 ThD/PhD Dissertation: 250–300 pages

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<sup>2</sup> It is automatic in Microsoft Word.

**Page Numbering of the Preliminary Part:** These pages are numbered in small Roman numbers

Example: i, ii, iii, iv ...

Page numbering of the body of the text shall be in arabic numbers.

**Declaration:** It is only for Baccalaureate and Licentiate Thesis, and Doctoral Dissertation. For the undergraduate level signing of the guide on the end of the page may not be needed.

**Indenting:** Any indenting (Block Quotation, Paragraph, Bibliography, or Footnote) is .5 inches.<sup>3</sup> If you are indenting the first line of a paragraph of the text, indent also the footnotes; otherwise no. Follow one method consistently. Indent all lines of the bibliography except the first line of each entry.

**Paragraph Spacing:** It is 6 pt

**Graded Size of the Headlines:**

First level heading stands for the chapter heading.

Second level heading stands for the section heading.

Third level heading stands for the subsection heading.

Fourth level heading refers to the paragraph heading under a particular subsection.

All Headings shall be bolded and chapter head shall be in Upper Case 14 size font.

Chapter head	14 Bold (Upper Case)
1.1	Size 12 Bold (Upper and Lower Case)
1.1.1	Size 12 Bold (Upper and Lower Case)
1.1.1.1	Size 12 Bold (Upper and Lower Case)

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<sup>3</sup> Your Word Processor (Example: Microsoft Word) may not be set to this unit (inches). If it is set to centimetres try to change it in the options/settings to inches.

No heading as “Introduction” at the beginning of a chapter is needed.

**Printing/Typing:** It can be done both sides of the paper. If printed at both sides then the new chapter title shall come in odd page number. (i.e Page on the right side)

(For Examples of Half Title Page, Title Page, and the Declaration, see Appendix 1.)

## **1.2.2 Some Other Dos and Don'ts of Formatting**

### **1.2.2.1 Headings**

Do not attach footnote callouts to headings or subheadings.

Do not multiply the subheading levels. Three/four levels of subheading are normal. More than that are confusing and complicated.

### **1.2.2.2 Indenting Paragraphs**

*Do not* use tabs to indent paragraphs; use your word processor's paragraph formatting to set indents.

### **1.2.2.3 Block Quotes**

Quotations of five or more lines in any language should be formatted as separate paragraphs with all lines indented on the left, without opening and closing quotation marks. Such quotations should use the same font and point size as normal text, but with line spacing 1.

### **1.2.2.4 Spaces after Punctuation**

Only one space is needed after any punctuation, whether within or at the end of a sentence.

### **1.2.2.5 Tables and Pictures**

They shall be counted separately. Complicated tables shall be avoided (if possible) because often they make problems when we transfer them to other systems.

### **1.2.2.6 References and Notes**

Authors shall make sure the references and notes they provide are complete, correct and conform to the designated style. For notes they shall use the word processor's automatic footnote feature. Notes pertaining to information in tables should be kept with the respective table; do not include them with the notes to the running text. Do not attach any notes to chapter titles or subtitles. Acknowledgments, prior publication data, or other information (like author information) not directly related to the subject matter of the work may be placed in an unnumbered note at the beginning of the chapter or article.

### **1.2.2.7 Further Responsibilities**

Verification of the accuracy of quotations and facts, and to obtain any necessary permissions (in writing) for the use of text or illustrative material from other publications etc. are the sole responsibility of the author.

### **1.2.2.8 Indexing**

Most scholarly books on Bible and early Christian studies and related fields include subject indexes, indexes of citations of Scripture and other ancient texts, and some may include a modern author index. Such indexing is the author's responsibility, which need much technical capability.

## **1.3 General Style**

### **1.3.1 Punctuation**

#### **1.3.1.1 Comma**

Commas should enable fluent reading.

a. When three or more elements appear in series in running text, a serial comma ("Oxford comma") may precede the final conjunction. Thus, in phrases like "Sarah, Rebekah, and Rachel," always include the comma after "Rebekah." But



there is another style without the Oxford coma. You can use any one of these styles consistently.

b. Essential (defining) clauses should *not* be set off with commas.

Examples:

Paul was an apostle who proclaimed Christ crucified.

Bruce Metzger's book *The Text of the New Testament* was first published in 1964.

Walter Brueggemann's *Theology of the Old Testament* bears the subtitle *Testimony, Dispute, Advocacy*.

Nonessential clauses (clauses that could be omitted without affecting the meaning of the sentence) *should* be set off with commas.

Examples:

Paul, who was one of the primary missionaries to the gentiles, studied under Gamaliel.

Bruce Metzger's introduction to textual criticism, *The Text of the New Testament*, was first published in 1964.

*Theology of the Old Testament: Testimony, Dispute, Advocacy*, by Walter Brueggemann, approaches the subject using "the metaphor and imagery of a courtroom trial."

### 1.3.1.2 Quotation Marks

We prefer the style of placing quotation marks, whether double or single, outside periods and commas. Single quotation marks should be used to indicate quotations within double quotation marks.

Examples:

“Correct punctuation is vital.”

I am not a “pedant.”

“He says he’s not a ‘pedant.’”

This man, who claims he is not a “pedant,” nonetheless likes making rules about commas.

Question marks and exclamation points may be placed inside or outside of quotation marks, depending on whether they are part of the quoted or parenthetical material.

Examples:

Why had he said, “I’m too tired to respond”?

Do you understand the word “pedant”?

“Never!” he insisted, “How should a loyal subject rise up against his queen?”

Colons and semicolons belong outside quotation marks.

Example:

S. Westerholm wrote the article “‘Letter’ and ‘Spirit’:  
The Foundation of Pauline Ethics.”

**Quotation marks should not be used around block quotations;** for a quotation within a block quotation, use double rather than single quotation marks.

### 1.3.1.3 Hyphens and Dashes

We shall distinguish between **hyphens** (e.g., first-century writer), **en dashes** (e.g., Ps 1:1–3; 1972–1983), and **em dashes** (e.g., “I know who you are—the Holy One of God!”).<sup>4</sup>

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<sup>4</sup> The en dash (–) is slightly wider than the hyphen (-) but narrower than the em dash (—). In Microsoft Word with Num Lock enabled, you can use the shortcut combination CTRL + Alt + Minus [on the Keypad] to create an em dash and CTRL + Minus to create an en dash.

All Unicode fonts offer separate characters for each. Note that there is no space on either side of the hyphen, en dash, or em dash.

#### **1.3.1.4 Use of Ellipses**

An ellipsis (...), which consists of three evenly spaced periods, is most often used to signify that material has been omitted from a quotation. We recommend that authors use the pre-composed ellipsis character (option + ; on a standard Macintosh keyboard; ctrl + alt + . or alt 0133 on a Windows-based computer) rather than three typed periods.

We discourage the use of an ellipsis at the beginning of a quotation, even if the quotation begins mid-sentence, and also at the end of a quotation, may be with an exception when a quotation is intentionally left incomplete.

It is permissible to change the capitalization of the original to conform it to the quoted context, for example, capitalizing the first word of a quotation even though it originally appeared uncapitalized within the sentence. Eg.: [A]nd he told that ...

#### **1.3.1.5 Final Punctuation for Block Quotations**

Block quotations should conclude with punctuation, followed by the citation (if any, for example Biblical citation) in parentheses.

#### **1.3.1.6 Punctuation for a Series of Ancient Texts**

Punctuation separating a series of ancient references should seek to present clearly both the references and their relationship to one another with the least amount of interruption. Thus, choosing which punctuation to use should take into account the context in which the references appear and the complexity of the series of references.

### 1.3.1.6.1 Similar Citations in Main Text

Within the context of normal prose, similar or parallel references are best separated by commas.

Examples:

The prophetic messenger formula appears in Jer 26, 28, 30, and 31.

The prophetic messenger formula appears in Jer 26:2, 28:11, 30:5, and 31:15.

The temple incident is recounted in Mt 21, Mk 11, Lk 19, and Jn 2.

Epictetus addresses “courage” at *Disc.* 1.24, 2.1, 2.2, 3.24, 3.25, and 4.1.

Although some would use semicolons in examples 2–4, SBL Press prefers commas in simple series such as these.

### 1.3.1.6.2 Dissimilar Citations in Main Text

Dissimilar references within a prose sentence often require semicolons for clarity.

Examples:

Most scholars assign Ex 31:12–18; 34:29–32; and 35–40 to the Priestly source.

Epictetus addresses “courage” at *Disc.* 1.24; 2.1, 2; 3.24, 25; and 4.1.

The semicolons in example 1 make it clear that the final reference is to chapters 35–40, not verses 35–40 of Ex 34. The semicolons in example 2 enable readers to distinguish books and chapters at a glance.

### 1.3.1.6.3 Citations within Parentheses

References set off from the rest of the sentence (e.g., within parentheses) should follow the same principles as given above: use commas to separate similar or parallel references, semicolons to separate mixed or dissimilar references.

Examples:

The messenger formula appears throughout Jeremiah (e.g., 26:2, 4, 18; 28:11; 30:5; 31:15).

All four canonical Gospels recount the temple incident (Mt 21, Mk 11, Lk 19, Jn 2).

Josephus refers to the Jerusalem temple in three of his works (e.g., *A.J.* 8.95, 11.297; *B.J.* 5.215; *C. Ap.* 1.228).

## 1.3.2 Numbers

### 1.3.2.1 When to Spell Out Numbers

As a general rule, whole numbers zero through one hundred and round multiples of those numbers should be spelled out.

#### 1.3.2.2 Arabic Numbers

Our style generally requires Arabic (1, 10) rather than roman (I, X) numerals. This rule is especially to hold true in bibliographic forms (e.g., volume numbers). It also concerns the citing of primary sources (3 John, not III John).

#### 1.3.2.3 Commas in Numbers

Numbers of four or more digits, except for four-digit page numbers and four-digit years, require commas.

Examples:

3,795 pages

1,48,397 words

page 1021

1296 AD

10000 BCE

### 1.3.2.4 Inclusive Numbers: General

Inclusive numbers are represented by the first and last numbers in a continuous series. Such inclusive numbers most commonly refer to pages or sections of a work. Inclusive numbers may be related verbally, as in the constructions “from/to” or “between/and,” in which case all digits of each number should be used and the en dash is never used. When inclusive numbers are joined by an en dash, as is most often the case, the last number may be abbreviated by omitting certain repeated digits.

There are two styles of giving dates BC and AD or BCE and CE. Though both are acceptable, one style to be consistently followed. However, at DVK preference is for BC and AD.

All digits should normally be used when inclusive dates (e.g., 2010–2015, not 2010–15) appear in titles (including in chapter and section headings) unless one is citing a source whose title shortens a range of years; in that case, fidelity to the original overrides a concern for consistency.

To avoid possible ambiguity, inclusive references using roman numerals should always be given in full and never abbreviated.

## 1.4 Terminology

A. The **generic use of masculine nouns and pronouns is increasingly unacceptable** in current English usage. **Bias-free writing** respects all cultures, peoples, and religions.

B. When authors use **words that may not be well known to readers** at all levels of the book’s intended audience, they **should explain them at the first occurrence in the footnote.**

Or, give a glossary as appendix where all difficult terms are explained.

C. Use **spelling** of one origin, **British or US, consistently**, not mix them. In DVK we prefer British spelling.

#### D. **Italics:** Treatment of Foreign Words

##### Principles

1. Foreign words and phrases used within an English context are typically italicized (e.g., *imago Dei*).
2. Quotations of foreign words, phrases, and sentences are set roman and enclosed within quotation marks (e.g., “Ein umherirrender Aramaer war mein Vater”).
3. Foreign words and phrases that have passed into common English usage are set roman (e.g., *locus classicus*). Any word or phrase listed in the main body of *Oxford Advanced Learner's Dictionary*, 10<sup>th</sup> edition (2020) is considered to have passed into common English usage (e.g., *ad hoc*). There is no need of italicizing them.
4. Similar or related words and phrases should be treated similarly (e.g., “*ipsissima verba*” is roman in *Oxford Dictionary*, so “*ipsissima vox*” should also be roman, even though it is not listed).
5. Transliterated foreign terms are italicized (e.g., *agapē*).
6. Foreign proper nouns are set roman (e.g., Aelia Capitolina, Tel Yin'am).
7. Abbreviations for common foreign terms are set roman even if the foreign term itself would be italicized (e.g., *et al.* but *et alii*).
8. German nouns lowercased in *Oxford Dictionary* are lowercased (e.g., *weltanschauung*).

9. Names of the books, periodicals or their abbreviations are to be italicized.

For specialized use of terminologies:

Titles of Ancient Near Eastern Texts (*SBL*, 25)

Ancient names of persons, places etc. (*SBL*, 26)

Other Geographical Terms and Names; Events and Concepts (*SBL*, 31)

Terminologies in Biblical Sources like name of God etc. (*SBL*, 32)

Capitalization and Spelling Examples (*SBL*, 37)



## 2 Transliterating and Transcribing Ancient Texts

A work should be consistent in its use of transliteration over non-Latin characters and vice versa. If both transliteration and non-Latin characters are used in a single work, the rationale for doing so should be logical and easy to grasp. In consultation with the director/guide the research student shall conform to a single style.

See the **Appendix 2** for the academic style of transliteration of Hebrew, Aramaic, Greek, Syriac and Sanskrit languages. For other languages follow a standard method of transliteration used in the academic circles in consultation with the director/guide. See transliteration tables given in the *SBL Handbook of Style* for some other ancient languages. If extensively used give a transliteration table in the thesis/dissertation itself.

### 3 Notes (citations) and Bibliographies

#### 3.1 Rules

The aim of notes and bibliographies is mainly to provide readers sufficient information to allow them quickly to locate the precise volume in a library and secondarily to credit the people whose work has been most directly relied upon.

##### 3.1.1 Sequence of Information

As a general rule, the sequence of publication information is as follows:

**Author(s)** or, if there is no author, editor(s)

**Title of chapter or journal article**

**Title of book** (including subtitle) or periodical

**Editor, compiler, and/or translator**

**Edition** if not the first

**Volumes:** if citing the whole work, give the total number of volumes; if only a single volume is cited, list that volume number and the title of the volume

**Series title** and/or volume number

**Details of publication:** city, publisher, and/or date

**Volume and/or page numbers** (In bibliographical listings of chapters in a book this comes at the end of the information of the book title and editor.)

**Electronic/Online source** information if applicable

Generally, only a select portion of this material is necessary, depending in part on how thorough the bibliography is. Colons precede page numbers in journal articles, and colons separate volume and page numbers in books. Commas separate book titles (with their associated publishing information) from page numbers in book citations. The first instance of a citation shall give the full details (as in the bibliography) of a book or article

with the publication details (city, publisher, and date) in parentheses. In the subsequent citations details (author, name of the work, page number etc.) shall be in a shorter form. In the bibliography each of the entry of the above data separated by a period/full stop, and in footnote by comma.

### **3.1.2 Author or Editor**

#### **3.1.2.1 Modern Authors**

Whenever possible, the author's or editor's full first name and middle name or initial (not just a first initial) should be provided. But if an author has made a habit of using initials rather than full given names, there is no need to supply those names. Initials should always be followed by a period, and a (preferably nonbreaking) word space should separate initials. Multiple references to the same author in a bibliography should be conformed to the same style; regardless of how names appear on title pages, authors should not be listed under one name for one work and under a different form of their name for another work.

#### **3.1.2.2 Ancient Authors**

Ancient works may be listed in bibliographies either under the name of the pre-modern author or under the name of the modern editor, but all pre-modern works should be treated the same. If works are listed by pre-modern author, the standard English spelling of the name should be used regardless of the spelling on the title page of the work being cited: Aristotle (not Aristote or Aristoteles), Sophocles (not Sophokles), Jerome (not Hieronymus), Augustine (not Augustinus or Augustin), and so on. The standard English spellings may be found as headings in library catalogues. Where necessary, fuller forms of names may be used: Eusebius of Caesarea, Cyril of Jerusalem, Athanasius of Alexandria, and so on.

### 3.1.2.3 Latinized Names

Similarly, when citing pre-modern Latin works, one should give the author's name in its native form, not in the artificially Latinized form that is likely to appear on the title page (and not in an even more artificial nominative version of the Latin). For example, in citing his *Demonstratio evangelica*, one would list Pierre-Daniel Huet rather than Petri Danielis Huetii (or Petrus Daniel Huetius).

## 3.1.3 Title

### 3.1.3.1 Punctuation

Typefaces and design features on the title pages of books frequently allow punctuation to be omitted. In citing a book, therefore, punctuation must often be added and may even be altered: except when double punctuation would result (e.g., following a question mark or exclamation point), a colon (not a period, semicolon, comma, or dash) should separate the title and subtitle. This rule may be applied regardless of the punctuation or lack thereof on the title page and regardless of the language of the book. Use a comma before a range of years at the end of a title unless the title page uses parentheses. Use semicolons between titles of separate works published in the same binding. Retain any dashes that are present in the original title.

### 3.1.3.2 Format of Abbreviations, Foreign Terms, and Included Titles

When abbreviations such as BC/BCE and AD/CE are used in a book title, they should be set in full caps, not small caps, and italicized to agree with the rest of the title. When non-English words are used in an English title, they should ordinarily be italicized to match the rest of the title (ref. *CMS* §§8.173, 14.95). Titles within titles should be set off by quotation marks (even though they are titles of books) and should be capitalized

in the same style as the title that includes them (ref. *CMS* §§8.165, 8.173, and 14.95).

Ampersands [= &] found in original titles should be changed to *and* in notes or bibliographical entries. Likewise, except in the case of foreign language titles, digits that would ordinarily be spelled out in running text should be spelled out in citations (e.g., 2<sup>nd</sup> Century becomes Second Century).

### 3.1.3.3 Capitalization of Titles in English

In English titles, all words should be capitalized except articles, coordinating conjunctions, and prepositions (the first and last words in the title or subtitle are, however, capitalized regardless of their part of speech). Even longer prepositions, including not only single words (such as *between* and *among*) but also phrases that are given their own entries and classed as prepositions in *Oxford Advanced Learner's Dictionary* (such as *according to*, *owing to*, and *due to*), are lowercased. Other phrases (such as *based on* or *in spite of*) that might seem analogous but are not given such entries in this dictionary are not treated as prepositions. Always capitalize the first of two or more full words connected by hyphens; capitalize subsequent words unless they are articles, coordinating conjunctions, or prepositions that are not used adverbially. Words following a prefix (as opposed to a full word) are capitalized only if they are proper nouns or proper adjectives.

### 3.1.3.4 Capitalization of Titles Not in English

For titles in languages other than English, the general rule is to capitalize only the first word of the title or subtitle and any words that would be capitalized in a normal sentence. For most languages, only proper nouns (but not proper adjectives) are capitalized. In German, nouns are capitalized, and in Dutch, proper adjectives are capitalized.

### 3.1.3.5 Series and Multivolume Works

Series titles are set roman; titles of multivolume works are set italic. Some works could be classified either way. SBL Press treats the following as series titles:

Patrologia Graeca (for *Patrologiae Cursus Completus*.  
Series Graeca)

Patrologia Latina (for *Patrologiae Cursus Completus*.  
Series Latina)

Patrologia Orientalis

Sources chrétiennes

*Ante-Nicene Fathers*

*Nicene and Post-Nicene Fathers*, First Series

*Nicene and Post-Nicene Fathers*, Second Series

### 3.1.3.6 Primary Sources

In the body of a manuscript, cite primary sources, including biblical texts, parenthetically, inside the final punctuation. Thus,

In Luke, for example, it is the lawyer who cites the double command, whereas in Mathew and Mark it is Jesus (Mt 22:37–40; Mk 12:29–31).

All of this occurred “in the ninth year of King Zedekiah of Judah, in the tenth month” (Jer 39:1).

Examples of how to cite some specific texts such as *ANF*, *NPNF*, and LCL texts in parentheses and in notes and bibliographies appear in §3.4.1.

The NRSV is the accepted Bible version for academic use at DVK. If any other version is used, it is to be indicated following the given example below.

From Luke’s point of view, “the kingdom of God is among you” (Lk 17:21 KJV).

Likewise, if a longer passage (more than four lines) is cited as an excerpt, the source should appear within parentheses, but this time outside the final punctuation. In excerpted material, the translator should be included unless an earlier statement has indicated the source of the translation for a given work or corpus. Thus,

Therefore according to the circumstances and temper and even age of each is the delay of baptism more profitable, yet especially in the case of little children. For where is the need of involving sponsors also in danger? They too through mortality may fail to perform their promises, or may be deceived by the growth of an evil disposition. (Tertullian, *De baptismo* 18 [Gwatkin])

If the translation is referred to consistently, a note at the first instance indicating which edition and translation are used throughout the manuscript is appropriate.

For citing primary sources in notes and bibliographies, see §3.4.1 and 3.4.2.

For French, Latin, and other language titles see, *SBL*, 74–76.

### **3.1.4 Publication Information**

#### **3.1.4.1 Names of Presses**

The publisher's name should be abbreviated in footnotes and bibliographies by the omission of *Press*, *Publishing Company*, and other such terms except in the case of university presses and wherever else ambiguity or awkwardness would result.

An ampersand should be used in a publisher's name rather than *and* (e.g., T&T Clark; Vandenhoeck & Ruprecht; Farrar, Straus & Giroux). Note that the serial comma is omitted before an ampersand.

Presses named after a founder or family member are generally identified by the founder's last name only (e.g., Brill rather

than E. J. Brill; Eerdmans rather than Wm. B. Eerdmans). Presses named after a historical figure who was not a founder are identified by the full name (e.g., John Knox rather than Knox).

For a list of common publishers (see, *SBL*, 77–82) provides the preferred bibliographical forms of publishers' names. The list also indicates the most common places of publication for the publishers. Although some entries include two or more locations, only the first place listed on the title or copyright page of the work being cited should be included in a bibliographical citation. Note further that the list indicates when a city needs to be identified further by adding a state, province, or country: if no state, province, or country is given for a publisher below, it may be omitted in all citations.

### **3.1.4.2 Place of Publication**

If the title or copyright page lists more than one city, only the first city should ordinarily be used in the bibliography and notes. When the city or publisher is not well known, reference to the state or country should be included. Be careful to do this consistently; thus if you name "Grand Rapids, MI" in one citation, you must include the state in every other citation of a publisher in Grand Rapids. On the use of two-letter postal abbreviations for state/province references, see Appendix 3. With the city names of the USA, it is recommended to use the abbreviation of the states like MI, NY etc.

### **3.1.4.3 Listing Multiple Publishers**

Books are often published cooperatively by a pair of publishers. In such cases, it is necessary to cite both publishers; the two should be listed in their normal way and separated by a semicolon. Places of publication and publishers' names should not be combined and separated by slashes:

Göttingen: Vandenhoeck & Ruprecht; Fribourg:  
Presses Universitaires



**Not:** Göttingen/Fribourg: Vandenhoeck & Ruprecht /Presses Universitaires

#### 3.1.4.4 Date

The use of *n.d.* (no date) in place of the year in the publication details should be avoided. In the case of unpublished manuscripts, use the date of the version consulted or the last modified date in the case of electronic files. Use *forthcoming* for manuscripts under contract but not yet published (§3.2.19). Manuscripts not under contract are treated as unpublished manuscripts.

#### 3.1.5 Page Numbers

Avoid using *f.* and *ff.* for “following” pages; give actual page ranges.

#### 3.1.6 Information from Electronic Sources

The last element in a citation will be information about the electronic format cited (PDF e-book; Kindle edition, etc.) or, for online publications, an electronic resource identifier such as a DOI (digital object identifier) or URL (uniform resource locator). DOIs are unique and permanent names assigned to an individual work that will resolve directly to the work regardless of changes in its online location. For this reason, DOIs are preferred to URLs. For more on electronic resource identifiers, see *CMS* §14.6–10.

Though *Chicago Manual* no longer recommends including access dates (*CMS* §14.12)—the date on which the author last consulted a source—as they are unreliable, unverifiable, and unnecessary, at DVK we prefer the access date in the scientific papers especially if the article is devoid of publication date. When they are included, they should immediately precede the DOI/URL (or database information), separated from the surrounding citation by comma in a note and period in a bibliography entry.

Example:

**FF:** <sup>9</sup> Charlotte F. Narr and Amy C. Krist, “Host Diet Alters Trematode Replication and Elemental Composition,” *Freshwater Science* 34.1 (2015): 81, accessed 1 August 2017, <https://doi.org/10.1086/679411>.

**F:** <sup>22</sup> Narr and Krist, “Host Diet,” 88–89.

**B:** Narr, Charlotte F., and Amy C. Krist. “Host Diet Alters Trematode Replication and Elemental Composition.” *Freshwater Science* 34.1 (2015): 81–91. Accessed 1 August 2017. <https://doi.org/10.1086/679411>.

URL addresses are never hyphenated at the end of a line and should be divided before the “dot” or a “slash” if they must wrap to the next line.

Example:

<http://www.sinodoamazonico.va/content/sinodoamazonico/en/documents/pan-amazon-synod--the-working-document-for-the-synod-of-bishops.html>

### 3.2 General Examples: Books

The following examples define DVK style for notes and bibliographies more fully than the select rules in §3.1. DVK style generally follows *The SBL Handbook of Style* (2<sup>nd</sup> Edition) which is based on *The Chicago Manual of Style* (CMS).

#### 3.2.1 A Book by a Single Author

**FF:** <sup>7</sup> Sebastian Athappilly, *Mystery and Destiny of the Human Person: A Theological Anthropology* (Bangalore: Dharmaram Publications, 2011), 22.

**F:** <sup>19</sup> Athappilly, *Mystery and Destiny of the Human Person*, 22.

- B:** Athappilly, Sebastian. *Mystery and Destiny of the Human Person: A Theological Anthropology*. Bangalore: Dharmaram Publications, 2011.

### 3.2.2 A Book by Two or Three Authors

- FF:** <sup>5</sup> T. M. Thomas and John B. Chethimattam, *Images of Man: A Philosophic and Scientific Enquiry* (Bangalore: Dharmaram Publications, 1974), 1.
- F:** <sup>6</sup> Thomas and Chethimattam, *Images of Man*, 98.
- B:** Thomas, T. M. and John B. Chethimattam. *Images of Man: A Philosophic and Scientific Enquiry*. Bangalore: Dharmaram Publications, 1974.

### 3.2.3 A Book by More Than Three Authors

If a work is by more than three authors, simply list one and “et al.” to indicate additional authors (without comma following the first author’s name). All names are generally listed in the bibliographical entry, but “et al.” following the first author’s name (and, in this case, a comma) is permitted.

- FF:** <sup>2</sup> Bernard Brandon Scott, et al., *Reading New Testament Greek* (Peabody, MA: Hendrickson, 1993), 42.
- F:** <sup>9</sup> Scott et al., *Reading New Testament Greek*, 42.
- B:** Scott, Bernard Brandon, Margaret Dean, Kristen Sparks, and Frances Lazar. *Reading New Testament Greek*. Peabody, MA: Hendrickson, 1993.

### 3.2.4 A Translated Volume

- FF:** <sup>9</sup> Wilhelm Egger, *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical Methodology*, trans. by Peter Heinegg (Peabody, MA: Hendrickson, 1996), 291.
- F:** <sup>18</sup> Egger, *How to Read*, 291.
- B:** Egger, Wilhelm. *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical*

*Methodology*. Translated by Peter Heinegg. Peabody, MA: Hendrickson, 1996.

### 3.2.5 The Full History of a Translated Volume

Generally it is unnecessary to present the full history of a translated volume. But if you choose to do so, the following format may be used in the bibliography.

- B:** Wellhausen, Julius. *Prolegomena to the History of Ancient Israel*. New York: Meridian Books, 1957. Reprint of *Prolegomena to the History of Israel*. Translated by J. Sutherland Black and A. Enzies, with preface by W. Robertson Smith. Edinburgh: Black, 1885. Translation of *Prolegomena zur Geschichte Israels*. 2nd ed. Berlin: Reimer, 1883.

### 3.2.6 A Book with One Editor

- FF:** <sup>5</sup> Sebastian Alackapally, CMI, ed., *Eco-Philosophy and Harmony of Nature: Collected Works of Dr. Thomas Manickam*, CMI (Bangalore: Dharmaram Publications, 2019), 38.
- F:** <sup>9</sup> Alackapally, CMI, ed., *Eco-Philosophy*, 38.
- B:** Alackapally, CMI, Sebastian, ed. *Eco-Philosophy and Harmony of Nature: Collected Works of Dr. Thomas Manickam*, CMI. Bangalore: Dharmaram Publications, 2019.

### 3.2.7 A Book with Two or Three Editors

- FF:** <sup>7</sup> Shaji George Kochuthara, Viju P. Devassy and Tomy Thomas Kattampally, eds., *Human Formation in Major Seminaries* (Bengaluru: Dharmaram Publications, 2017), 112.
- F:** <sup>47</sup> Kochuthara, Devassy, and Kattampally, eds., *Human Formation*, 112.

- B:** Kochuthara, Shaji George, Viju P. Devassy and Tomy Thomas Kattampally, eds. *Human Formation in Major Seminaries*. Bengaluru: Dharmaram Publications, 2017.

### 3.2.8 A Book with Four or More Editors

The same rules apply as in §3.2.3 above.

- FF:** <sup>4</sup> Stanislas, Savarimuthu, et.al., eds., *Like a Watered Garden, vols. I & II: A Festschrift for Rev. Dr. Lucien Legrand MEP on his 90<sup>th</sup> Birthday* (Bengaluru: Theological Publications of India, 2017), 10.
- F:** <sup>12</sup> Savarimuthu, et.al., eds., *Like a Watered Garden*, 10.
- B:** Savarimuthu, Stanislas, P. Joseph Titus, M. David Stanly Kumar and A. Alfred Joseph, eds. *Like a Watered Garden, vols. I & II: A Festschrift for Rev. Dr. Lucien Legrand MEP on his 90<sup>th</sup> Birthday*. Bengaluru: Theological Publications of India, 2017.

### 3.2.9 A Book with Both Author and Editor

- FF:** <sup>36</sup> Edward Schillebeeckx, *The Schillebeeckx Reader*, ed. Robert J. Schreiter, (Edinburgh: T&T Clark, 1986), 32.
- F:** <sup>45</sup> Schillebeeckx, *The Schillebeeckx Reader*, 20.
- B:** Schillebeeckx, Edward. *The Schillebeeckx Reader*. Edited by Robert J. Schreiter. Edinburgh: T&T Clark, 1986.

### 3.2.10 A Book with Author, Editor, and Translator

- FF:** <sup>1</sup> Friedrich Blass and Albert Debrunner, *Grammatica del greco del Nuovo Testamento*, ed. Friedrich Rehkopf, trans. Giordana Pisi (Brescia: Paideia, 1982), 22.
- F:** <sup>3</sup> Blass and Debrunner, *Grammatica del greco del Nuovo Testamento*, 40.

- B:** Blass, Friedrich, and Albert Debrunner. *Grammatica del greco del Nuovo Testamento*. Edited by Friedrich Rehkopf. Translated by Giordana Pisi. Brescia: Paideia, 1982.

### 3.2.11 A Title in a Modern Work Citing Words in a Non-Latin Alphabet

When citing a title containing non-Latin characters, it is permissible (although not SBL Press preference) to represent such characters as transliteration. Indicate to readers that the transliteration is not original by setting it within brackets, as in the following:

- F:** <sup>34</sup> Stuart A. Irvine, “Idols [*ktbwnm*]: A Note on Hosea 13:2a,” *JBL* 133 (2014): 509–17.

See also *SBL* §6.1.3.9.

### 3.2.12 An Article in an Edited Volume

- FF:** <sup>4</sup> Joy Philip Kakkanattu, “Consecrated Life, a Call to be ‘Lady Wisdom’ vis-a-vis ‘Lady Folly’: Reflection based on Proverbs,” in *Consecrated Life for a Transformed World*, ed. Saju Chackalackal (Bengaluru: Dharmaram Publications, 2016), 58.

- F:** <sup>6</sup> Kakkanattu, “Consecrated Life,” 55–60.

- B:** Kakkanattu, Joy Philip. “Consecrated Life, a Call to be ‘Lady Wisdom’ vis-a-vis ‘Lady Folly’: Reflection based on Proverbs.” In *Consecrated Life for a Transformed World*, ed. Saju Chackalackal, 55–60. Bengaluru: Dharmaram Publications, 2016.

### 3.2.13 An Article in a Festschrift

- FF:** <sup>17</sup> Thomas Kollamparampil, “The Cross of Christ and Christian Life,” in *The Folly of the Cross: Festschrift in Honour of Prof. Dr. Varghese Pathikulangara, CMI*, ed. Paulachan Kochappilly (Bangalore: Dharmaram Publications, 2000), 37.

- F:** <sup>17</sup> Kollamparampil, “The Cross of Christ and Christian Life,” 35.
- B:** Kollamparampil, Thomas. “The Cross of Christ and Christian Life.” In *The Folly of the Cross: Festschrift in Honour of Prof. Dr. Varghese Pathikulangara*, CMI, edited by Paulachan Kochappilly, 31–47. Bangalore: Dharmaram Publications, 2000.

### 3.2.14 An Introduction, Preface, or Foreword Written by Someone Other than the Author

- FF:** <sup>1</sup> Hendrikus Boers, introduction to *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical Methodology*, by Wilhelm Egger, trans. Peter Heinegg (Peabody, MA: Hendrickson, 1996), xi.
- F:** <sup>6</sup> Boers, Introduction, xi–xx.
- FF:** <sup>33</sup> Paulachan Kochappilly, foreword to *Word as Metaphor: Towards a Poetic Hermeneutics*, by Paul Kalluveettil (Bangalore: Dharmaram Publications, 2009), 8.
- F:** <sup>2</sup> Kochappilly, foreword, 8.
- FF:** <sup>6</sup> Norman Tanner, preface to *Hominisation and the Kingdom of God: A Study on E. Schillebeeckx and M.M. Thomas*, by Rajesh Kavalackal (Bengaluru: Dharmaram Publications, 2018), vii.
- F:** <sup>7</sup> Tanner, preface, vii.
- B:** Boers, Hendrikus. Introduction to *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical Methodology*, by Wilhelm Egger. Translated by Peter Heinegg. Peabody, MA: Hendrickson, 1996.

- B:** Kochappilly, Paulachan. Foreword to *Word as Metaphor: Towards a Poetic Hermeneutics*, by Paul Kalluveetil, CMI. Bangalore: Dharmaram Publications, 2009.
- B:** Tanner, Norman. Preface to *Hominisation and the Kingdom of God: A Study on E. Schillebeeckx and M.M. Thomas*, by Rajesh Kavalackal. Bengaluru: Dharmaram Publications, 2018.

### 3.2.15 Multiple Publishers for a Single Book

- B:** Birger Gerhardsson, *Memory and Manuscript: Oral Tradition and Written Transmission in Rabbinic Judaism and Early Christianity*. ASNU 22. Lund: Gleerup; Copenhagen: Munksgaard, 1961.

For treatment of multiple publishers, see §3.1.4.3.

### 3.2.16 A Revised Edition

- FF:** <sup>43</sup> James B. Pritchard, ed., *Ancient Near Eastern Texts Relating to the Old Testament*, 3rd ed. (Princeton: Princeton University Press, 1969), xxi.
- F:** <sup>87</sup> Pritchard, *Ancient Near Eastern Texts*, xxi.
- B:** Pritchard, James B., ed. *Ancient Near Eastern Texts Relating to the Old Testament*. 3rd ed. Princeton: Princeton University Press, 1969.
- FF:** <sup>5</sup> Joseph Blenkinsopp, *A History of Prophecy in Israel*, rev. and enl. ed. (Louisville: Westminster John Knox, 1996), 81.
- F:** <sup>56</sup> Blenkinsopp, *A History of Prophecy in Israel*, 81.
- B:** Blenkinsopp, Joseph. *A History of Prophecy in Israel*. Rev. and enl. ed. Louisville: Westminster John Knox, 1996.



### 3.2.17 Reprint of a Recent Title

- FF:** <sup>3</sup> John Van Seters, *In Search of History: Historiography in the Ancient World and the Origins of Biblical History* (New Haven: Yale University Press, 1983; Repr., Winona Lake, IN: Eisenbrauns, 1997), 35. Citations are to the Eisenbrauns edition.
- F:** <sup>5</sup> Van Seters, *In Search of History*, 35.
- B:** Van Seters, John. *In Search of History: Historiography in the Ancient World and the Origins of Biblical History*. New Haven: Yale University Press, 1983. Repr., Winona Lake, IN: Eisenbrauns, 1997.

### 3.2.18 Reprint of a Title in the Public Domain

When a work is in the public domain, one may omit all except the most relevant information (in the following instance, the translator and original publication date) and supply information about the source from which the book is now available. See CMS §§4.19–22.

- FF:** <sup>1</sup> Gustav Adolf Deissmann, *Light from the Ancient East: The New Testament Illustrated by Recently Discovered Texts of the Graeco-Roman World* (trans. by Lionel R. M. Strachan, 1927, Repr., Peabody, MA: Hendrickson, 1995), 55.
- F:** <sup>5</sup> Deissmann, *Light from the Ancient East*, 55.
- B:** Deissmann, Gustav Adolf. *Light from the Ancient East: The New Testament Illustrated by Recently Discovered Texts of the Graeco-Roman World*. Translated by Lionel R. M. Strachan. 1927. Repr., Peabody, MA: Hendrickson, 1995.

### 3.2.19 A Forthcoming Book

When a book is under contract with a publisher and is already titled, but the date of publication is not yet known, *forthcoming* is used in place of the date. Books not under contract should

be treated as unpublished manuscripts (for which see *CMS* §§14.215–31).

**FF:** <sup>9</sup> James R. Harrison and L. L. Welborn, eds. *The First Urban Churches 2: Roman Corinth*, WGRWSup. (Atlanta: SBL Press, forthcoming), 21.

**F:** <sup>12</sup> Harrison and Welborn, *Roman Corinth*, 201.

**B:** Harrison, James R. and L. L. Welborn, eds. *The First Urban Churches 2: Roman Corinth*. WGRWSup. Atlanta: SBL Press, forthcoming.

### 3.2.20 A Multivolume Work

**FF:** <sup>5</sup> Adolf Harnack, *History of Dogma*, in vol. 4, translated from the 3<sup>rd</sup> German ed. by Neil Buchanan (Boston: Little, Brown, 1896–1905): 42.

**F:** <sup>9</sup> Harnack, *History of Dogma*, 2:126.

**B:** Harnack, Adolf. *History of Dogma*. Translated from the 3<sup>rd</sup> German ed. by Neil Buchanan. 7 vols. Boston: Little, Brown, 1896–1905.

### 3.2.21 A Titled Volume in a Multivolume Work

**FF:** <sup>9</sup> Bruce W. Winter and Andrew D. Clarke, eds., *The Book of Acts in Its Ancient Literary Setting*, in vol. 1 of *The Book of Acts in Its First Century Setting*, edited by Bruce W. Winter (Grand Rapids: Eerdmans, 1993), 132.

**F:** <sup>16</sup> Winter and Clarke, *Book of Acts*, 25.

**B:** Winter, Bruce W., and Andrew D. Clarke, eds. *The Book of Acts in Its Ancient Literary Setting*. Vol. 1 of *The Book of Acts in Its First Century Setting*. Edited by Bruce W. Winter. Grand Rapids: Eerdmans, 1993.

It is unnecessary when citing a single volume to give information about the total number of volumes in the series. If you need to cite the entire multivolume series, see §3.2.20.

### 3.2.22 A Chapter within a Multivolume Work

- FF:** <sup>5</sup> Steve Mason, “Josephus on Canon and Scriptures,” in vol. 1, part 1 of *Hebrew Bible/Old Testament: The History of Its Interpretation*, edited by Magne Saebø (Göttingen: Vandenhoeck & Ruprecht, 1996), 212.
- F:** <sup>28</sup> Mason, “Josephus on Canon and Scriptures,” 224.
- B:** Mason, Steve. “Josephus on Canon and Scriptures.” In vol. 1, part 1 of *Hebrew Bible/Old Testament: The History of Its Interpretation*, edited by Magne Saebø, 217–35. Göttingen: Vandenhoeck & Ruprecht, 1996.

### 3.2.23 A Chapter within a Titled Volume in a Multivolume Work

- FF:** <sup>7</sup> David Peterson, “The Motif of Fulfilment and the Purpose of Luke-Acts” in *The Book of Acts in Its Ancient Literary Setting*, ed. Bruce W. Winter and Andrew D. Clarke, vol. 1 of *The Book of Acts in Its First Century Setting* (Grand Rapids, MI: Eerdmans, 1993), 89.
- F:** <sup>78</sup> Peterson, “Motif of Fulfilment,” 92.
- B:** Peterson, David. “The Motif of Fulfilment and the Purpose of Luke-Acts.” In *The Book of Acts in Its Ancient Literary Setting*. Edited by Bruce W. Winter and Andrew D. Clarke. Vol. 1 of *The Book of Acts in Its First Century Setting*, 83–104. Grand Rapids, MI: Eerdmans, 1993.

### 3.2.24 A Work in a Series

Volumes that appear in a series follow the standard note and bibliographic form.

- FF:** <sup>78</sup> Mathew Maniampra, *Psycho-Theological Paradigms in Saint Kuriakose Elias chavara*, Theological Studies on Saint Chavara 2 (Bengaluru: Dharmaram Publications, 2019), 3.

- F:** <sup>96</sup> Maniampra, *Psycho-Theological Paradigms*, 3.
- B:** Maniampra, Mathew. *Psycho-Theological Paradigms in Saint Kuriakose Elias Chavara*. Theological Studies on Saint Chavara 2. Bengaluru: Dharmaram Publications, 2019.

When a series begins anew, distinguishing between the old and new series can be problematic. Slashes (e.g., SBT 2/18) are often used to denote the new series.

- FF:** <sup>18</sup> Joachim Jeremias, *The Prayers of Jesus*, SBT 2/6 (Naperville, IL: Allenson, 1967), 123–27.
- F:** <sup>32</sup> Jeremias, *The Prayers of Jesus*, 126.
- B:** Jeremias, Joachim. *The Prayers of Jesus*. SBT 2/6. Naperville, IL: Allenson, 1967.

### 3.2.25 Electronic Book

Books available for download from a library or bookseller are generally available in two main formats: PDF e-books and editions for e-readers, such as Kindle, iPad, and Nook. If citing a PDF e-book that is identical in all respects to the print edition, it is not necessary to indicate the format consulted. However, because other electronic formats do not conform in all respects to the print edition, in those cases authors must indicate the format consulted. The indication of the format follows the publication information:

- FF:** <sup>8</sup> Henning Graf Reventlow, *From the Old Testament to Origen*. Volume 1 of *History of Biblical Interpretation*, Translated by Leo G. Perdue (Atlanta: Society of Biblical Literature, 2009, EPUB edition), ch.3.5.
- F:** <sup>18</sup> Reventlow, *From the Old Testament to Origen*, ch. 1.3.
- B:** Reventlow, Henning Graf. *From the Old Testament to Origen*. Volume 1 of *History of Biblical Interpretation*.

Translated by Leo G. Perdue. Atlanta: Society of Biblical Literature, 2009. E-Pub Edition.

- FF:** <sup>18</sup> Jacob L. Wright, *David, King of Israel, and Caleb in Biblical Memory* (Cambridge: Cambridge University Press, 2014, Kindle Edition), ch. 5, “Evidence from Qumran.”
- F:** <sup>21</sup> Wright, *David, King of Israel*, ch. 5, “Evidence from Qumran.”
- B:** Wright, Jacob L. *David, King of Israel, and Caleb in Biblical Memory*. Cambridge: Cambridge University Press, 2014. Kindle Edition.

**Since e-reader formats do not have stable page numbers, it is preferable to cite the print edition.** However, if an alternative format is consulted, instead of a page number, include a chapter or section number in the citation, as in the example footnotes above. When citing an online version of a book, include the DOI [= digital object identifier]. In the absence of a DOI, include the URL in the citation.

- FF:** <sup>5</sup> Ann E. Killebrew and Margreet Steiner, eds., *The Oxford Handbook of the Archaeology of the Levant: c. 8000–332 BCE* (Oxford: Oxford University Press, 2014), accessed 2 May 2021, doi:10.1093/oxfordhb/9780199212972.001.0001.
- F:** <sup>55</sup> Killebrew and Steiner, *Archaeology of the Levant*.
- B:** Killebrew, Ann E. and Margreet Steiner, eds. *The Oxford Handbook of the Archaeology of the Levant: c. 8000–332 BCE*. Oxford: Oxford University Press, 2014. Accessed 2 May 2021. doi:10.1093/oxfordhb/9780199212972.001.0001.

The format is the same for older works that have been made available freely online:

- FF:** <sup>20</sup> Stephen Kaufman, *The Akkadian Influences on Aramaic*, AS 19 (Chicago: The Oriental Institute of the University of Chicago, 1974), accessed 31 August 2016, <http://oi.Uchicago.edu/pdf/as19.pdf>.
- F:** <sup>32</sup> Kaufman, *Akkadian Influences on Aramaic*, 123.
- B:** Kaufman, Stephen. *The Akkadian Influences on Aramaic*. AS 19. Chicago: The Oriental Institute of the University of Chicago, 1974. Accessed 31 August 2016. <http://oi.uchicago.edu/pdf/as19.pdf>.

### 3.3 General Examples: Journal Articles, Reviews, Dissertations and Church Documents

#### 3.3.1 A Journal Article

##### Only with volume number and year

- FF:** <sup>55</sup> Jeff Shawn Jose, “Stable and Sustainable Knowledge Societies: A Gandhian Perspective,” *Journal of Dharma* 44 (2019): 446.
- F:** <sup>90</sup> Jose, “Stable and Sustainable Knowledge Societies,” 446.
- B:** Jose, Jeff Shawn. “Stable and Sustainable Knowledge Societies: A Gandhian Perspective.” *Journal of Dharma* 44 (2019): 445-470.
- FF:** <sup>40</sup> Jobi T. Thurackal, Joseph Corveleyn, and Jessie Dezutter, “Personality and Self-Compassion: Exploring their Relationship in an Indian Context,” *European Journal of Mental Health* 11 (2016): 18.
- F:** <sup>55</sup> Thurackal, Corveleyn, and Dezutter, “Personality and Self-Compassion,” 18.
- B:** Thurackal, Jobi T., Joseph Corveleyn, and Jessie Dezutter. “Personality and Self-Compassion: Exploring their Relationship in an Indian Context.” *European Journal of Mental Health* 11 (2016): 18–35.

**With volume number, issue number and year:**

- FF:** <sup>34</sup> Gregory Mathew Malayil, “Will Artificial Intelligence Replace Human Being: A Critical Analysis of the Views of Roger Penrose and Stephen Hawking with Theological Reflections,” *Asian Horizons* 14.3 (2020): 604.
- F:** <sup>35</sup> Malayil, “Will Artificial Intelligence Replace Human Being,” 606.
- B:** Malayil, Gregory Mathew. “Will Artificial Intelligence Replace Human Being: A Critical Analysis of the Views of Roger Penrose and Stephen Hawking with Theological Reflections.” *Asian Horizons* 14.3 (2020): 601-614.

For articles written by more than one author, follow the examples above in §§3.2.2–3. It is unnecessary to include the issue number unless the journal volume is not paginated consecutively (ref. §3.3.9).

**3.3.2 A Journal Article with Multiple Page Locations and Multiple Volumes**

- F:** <sup>21</sup> Wildberger, “Das Abbild Gottes: Gen 1:26–30,” 245–59, 481–501.
- B:** Wildberger, Hans. “Das Abbild Gottes: Gen 1:26–30.” *TZ* 21 (1965): 245–59, 481–501.
- F:** <sup>24</sup> Wellhausen, “Die Composition des Hexateuchs,” 392–450; 22 (1877): 407–79.
- B:** Wellhausen, Julius. “Die Composition des Hexateuchs.” *JDT* 21 (1876): 392–450; 22 (1877): 407–79.

If a multiple-part article includes “Part 1,” “Part 2,” and the like as a part of the title, omit the “part” specification and cite only the primary title. Including a part number in the first reference complicates short-title citations for later references, since one would then need to include the part number as a part of the short-title reference.

### 3.3.3 A Journal Article Republished in a Collected Volume

It is generally necessary to cite only the version that you consulted, not the complete history.

- FF:**   <sup>2</sup> David Noel Freedman, "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," *JBL* 96 (1977): 20.
- F:**   <sup>20</sup> Freedman, "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," 20
- B:**   Freedman, David Noel. "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry." *JBL* 96 (1977): 5–26. Or (if it is reprinted in another book)
- FF:**   <sup>135</sup> David Noel Freedman, "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," in *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry* (Winona Lake, IN: Eisenbrauns, 1980): 12.
- F:**   <sup>20</sup> Freedman. "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," 14.
- B:**   Freedman, David Noel. "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry." In *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry*, 1–22. Winona Lake, IN: Eisenbrauns, 1980.

#### *but neither*

- FF:**   <sup>20</sup> David Noel Freedman, "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," *JBL* 96 (1977): 20; repr. in *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry* (Winona Lake, IN: Eisenbrauns, 1980).
- B:**   Freedman, David Noel. "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry." *JBL* 96 (1977): 5–26. Repr. pp. 1–22 in *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry*. Winona Lake, IN: Eisenbrauns, 1980.



**nor**

- FF:** <sup>20</sup>David Noel Freedman, "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry," in *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry* (Winona Lake, IN: Eisenbrauns, 1980), 14; first publ. in *JBL* 96 (1977).
- B:** Freedman, David Noel. "Pottery, Poetry, and Prophecy: An Essay on Biblical Poetry." Pages 1–22 in *Pottery, Poetry, and Prophecy: Studies in Early Hebrew Poetry*. Winona Lake, IN: Eisenbrauns, 1980. First publ. in *JBL* 96 (1977): 5–26.

### 3.3.4 A Book Review

Untitled book reviews may be cited as follows:

- FF:** <sup>26</sup>Howard M. Teeple, Review of *Introduction to the New Testament*, by André Robert and André Feuillet, *JBR* 34 (1966): 369.
- F:** <sup>54</sup>Teeple, Review of *Introduction to the New Testament* (by Robert and Feuillet), 369.
- B:** Teeple, Howard M. Review of *Introduction to the New Testament*, by André Robert and André Feuillet. *JBR* 34 (1966): 368–70.

Titled book reviews should be cited as normal journal articles.

- FF:** <sup>2</sup>Jaroslav Pelikan, "The Things That You're Liable to Read in the Bible," review of *The Anchor Bible Dictionary*, edited by David Noel Freedman, in *New York Times Review of Books* (20 December 1992): 3.
- F:** <sup>9</sup>Pelikan, "The Things That You're Liable to Read in the Bible," 3.
- B:** Pelikan, Jaroslav. "The Things That You're Liable to Read in the Bible." Review of *The Anchor Bible Dictionary*. Edited by David Noel Freedman. *New York Times Review of Books* (20 December 1992): 3.

Review articles are treated like articles:

- FF:** <sup>6</sup> David Petersen, "Hebrew Bible Textbooks: A Review Article," *CRBR* 1 (1988): 14.
- F:** <sup>14</sup> Petersen, "Hebrew Bible Textbooks," 8.
- B:** Petersen, David. "Hebrew Bible Textbooks: A Review Article." *CRBR* 1 (1988): 1–18.

### 3.3.5 An Unpublished Dissertation or Thesis

- FF:** <sup>2</sup> Lee. E. Klosinski, "Meals in Mark," PhD diss. (The Claremont Graduate School, 1988), 65.
- F:** <sup>26</sup> Klosinski, "Meals in Mark," 23.
- B:** Klosinski, Lee. E. "Meals in Mark." PhD diss., The Claremont Graduate School, 1988.

### 3.3.6 An (Authored) Article in an Encyclopedia or a Dictionary

Individual articles in an encyclopaedia or a dictionary should be included in the bibliography. The article form applies. It is not necessary to place a comma following the abbreviation preceding the volume and page number. This imitates the rule for journal volumes.

- FF:** <sup>4</sup> Krister Stendahl, "Biblical Theology, Contemporary," *IDB* 1:419.
- F:** <sup>6</sup> Stendahl, "Biblical Theology," 1:430.
- B:** Stendahl, Krister. "Biblical Theology, Contemporary." *IDB* 1:418–32.

### 3.3.7 An Article in a Lexicon or a Theological Dictionary

Multivolume lexicons, collections of primary sources, and dictionaries are candidates for this **special treatment**. For the discussion of a word or a family of words, give the entire title and page range of the article:

- FF:** <sup>3</sup> Karl Dahn and Walter L. Liefeld, “See, Vision, Eye,” *NIDNTT* 3:511–21.
- F:** <sup>9</sup> Dahn and Liefeld, *NIDNTT* 3:516.
- FF:** <sup>150</sup> Hermann W. Beyer, “διακονέω, διακονία, κτλ,” *TDNT* 2:81–93.
- F:** <sup>2</sup> Beyer, *TDNT* 2:89.
- FF:** <sup>74</sup> Ceslas Spicq, “ἀτακτέω, ἄτακτος, ἀτάκτως,” *TLNT* 1:223–24.
- F:** <sup>7</sup> Spicq, *TLNT* 1:223.
- FF:** <sup>43</sup> Ceslas Spicq, “ἁμοιβή,” *TLNT* 1:95–96.
- F:** <sup>143</sup> Spicq, *TLNT* 1:95.

For the discussion of a specific word in an article covering a larger group of words, name just the word discussed and those pages on which it is discussed:

- F:** <sup>23</sup> Hermann W. Beyer, “διακονέω,” *TDNT* 2:81–87.
- F:** <sup>26</sup> Karl Dahn, “ὁράω,” *NIDNTT* 3:511–18.

In the bibliography, cite only the theological dictionary.

- B:** Brown, Colin, ed. *New International Dictionary of New Testament Theology*. 4 vols. Grand Rapids: Zondervan, 1975–1985.
- B:** Kittel, Gerhard, and Gerhard Friedrich, eds. *Theological Dictionary of the New Testament*. Translated by Geoffrey W. Bromiley. 10 vols. Grand Rapids: Eerdmans, 1964–1976.
- B:** Spicq, Ceslas. *Theological Lexicon of the New Testament*. Translated and edited by James D. Ernest. 3 vols. Peabody, MA: Hendrickson, 1994.

### 3.3.8 Articles in Encyclopaedias/Dictionaries (*unsigned article, or article without author's name*) of General Type

As the entries are usually arranged alphabetically in these reference books, it is best to start with the name of the Encyclopaedia or dictionary (along with the edition), and to give the title of the article.

### 3.3.9 An Article in a Magazine

**FF:** <sup>7</sup> Jacob Peenikaparambil, "Mission of the Church in India Today: Being Salt & Light," *Indian Currents* 33.09 (09–15 August 2021): 25.

**F:** <sup>27</sup> Peenikaparambil, "Mission of the Church in India Today," 27.

**B:** Peenikaparambil, Jacob. "Mission of the Church in India Today: Being Salt & Light." *Indian Currents* 33.09 (09–15 August 2021): 25–28.

Note that issue numbers are included in the previous references because the issues of vol. 24 are paginated separately rather than consecutively (see also §3.3.1). When the page number of a volume given continuously (e.g., *Asian Horizons*, *Journal of Dharma*, the issue number is not compulsory).

### 3.3.10 An Online Journal Article

As discussed in §3.1.6, electronic/online journal article citations should include a DOI (preferred) or a URL. The URL must resolve directly to the page on which the article appears. Both DOI and URL may be included if desired.

**Note:** Name, "Title of Article," *Title of Journal* volume #, issue # (publication year): page number, access date, doi/url <<http://address/filename>>.

**FF:** <sup>43</sup> Gueorg Kossinets and Duncan Watts, "Origins of Homophily in an Evolving Social Network," *The American Journal of Sociology* 115.2 (2009): 406, accessed 12 June 2022, doi:10.1086 /599247.

- F:** <sup>60</sup> Kossinets and Watts, “Origins of Homophily in an Evolving Social Network,” 440.
- B:** Kossinets, Gueorg and Duncan Watts. “Origins of Homophily in an Evolving Social Network.” *The American Journal of Sociology* 115, no. 2 (September 2009): 405–450. Accessed 12 June 2022. doi:10.1086/599247.
- FF:** <sup>3</sup> Jui-Ch’i Liu, “Beholding the Feminine Sublime: Lee Miller’s War Photography,” *Signs* 40.2 (2015): 311, accessed 12 June 2022, <https://doi.org/10.1086/678242>.
- F:** <sup>32</sup> Liu, “Beholding the Feminine Sublime,” 312.
- B:** Liu, Jui-Ch’i. “Beholding the Feminine Sublime: Lee Miller’s War Photography.” *Signs* 40.2 (2015): 308–19. Accessed 22 June 2022. <https://doi.org/10.1086/678242>.

For Internet publications without a print counterpart, see §3.4.9 on citing websites and blogs.

### 3.3.11 Newspapers (*unsigned entries*)

- FF:** <sup>3</sup> “Death Punishment on the Way Out,” *Deccan Herald*, 14 January 2003, 10.
- F:** <sup>6</sup> “Death Punishment on the Way Out,” *Deccan Herald*, 14 January 2003, 10.
- B:** “Death Punishment on the Way Out.” *Deccan Herald*, 14 January 2003, 10.

### 3.3.12 Newspapers (*signed entries*)

- FF:** <sup>6</sup> Nina Benjamin, “Physicist Philosopher,” *The Hindu* (Metroplus), 7 November 2002, 2.
- F:** <sup>12</sup> Benjamin, “Physicist Philosopher,” *The Hindu* (Metroplus), 7 November 2002, 2.

- B:** Benjamin, Nina. "Physicist Philosopher." *The Hindu* (Metroplus), 7 November 2002, 2.

### 3.3.13 Church Documents

- FF:** <sup>4</sup> Congregation for the Doctrine of Faith, *Declaration on Euthanasia*, §12, *AAS* 72 (1980): 543.

- F:** <sup>8</sup> Congregation for the Doctrine of Faith, *Declaration on Euthanasia*, §12, 543.

- B:** Congregation for the Doctrine of Faith. *Declaration on Euthanasia*. *AAS* 72 (1980): 542–52.

**Note 1:** Here '§12' in the sample of note stands for the article number within the document quoted, and 543 stand for the page number in *AAS*.

**Note 2:** Official Church documents are regularly published in *Acta Apostolicae Sedis*. Hence, it would be highly appreciated if the researcher could add the exact reference to this along with the other information in the bibliography as follows: *Acta Apostolicae Sedis* 72 (1980): 542–52. This shall follow the period after the year; in this example, '72' stands for volume number, '(1980)' for the year of publication of *AAS*, and '542–52' for the page numbers in *AAS*. Those who deem it essential may also add the name of the document in Latin, but in brackets, immediately after the English title.

### 3.3.14. CCEO and CIC

When a footnote of CCEO is introduced is for the first time, full details are given

- FF:** *Codex Canonum Ecclesiarum Orientalium* (CCEO), *auctoritate Ioannis Pauli PP. II promulgatus*, *AAS* 82 (1990) 1033-1363. English trans., *Code of Canons of the Eastern Churches: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America (Washington, DC: Canon Law Society of America) 2001.

OR

**FF:** *Codex Canonum Ecclesiarum Orientalium* (CCEO), *auctoritate Ioannis Pauli PP. II promulgatus*, AAS 82 (1990) 1033-1363. English trans., *Code of Canons of the Eastern Churches: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America (Bangalore: Theological Publications in India) 2003.

When reference about *Codex Canonum Ecclesiarum Orientalium* is given subsequently, it is enough to mention its abbreviated form CCEO with the concerned canon. For example,

**F:** CCEO c. 1354 §1

In the bibliography it is indicated as follows:

**B:** *Codex Canonum Ecclesiarum Orientalium, auctoritate Ioannis Pauli PP. II promulgatus*. AAS 82 (1990) 1033-1363. English translation, *Code of Canons of the Eastern Churches: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America. Washington, DC: Canon Law Society of America, 2001.

OR

**B:** *Codex Canonum Ecclesiarum Orientalium, auctoritate Ioannis Pauli PP. II promulgatus, fontium annotatione auctus*. Città del Vaticano: Libreria Editrice Vaticana, 1995. English translation, *Code of Canons of the Eastern Churches: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America. Bangalore: Theological Publications in India, 2003.

**When a footnote of CIC is introduced is for the first time, full details are given.**

**FF:** *Codex Iuris Canonici, auctoritate Ioannis Pauli PP. II promulgatus, fontium annotatione et indice analytico-*

*alphabetico auctus* (Città del Vaticano: Libreria Editrice Vaticana, 1989). English trans., *Code of Canon Law: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America (Washington, DC: Canon Law Society of America, 1999).

OR

**FF:** *Codex Iuris Canonici (CIC), auctoritate Ioannis Pauli PP. II promulgatus*, AAS 75, pars 2 (1983) 1-324. English translation, *The Code of Canon Law*, New revised English Translation prepared by the Canon Law Society of Great Britain and Ireland in association with the Canon Law Society of Australia and New Zealand and the Canadian Canon Law Society (Bangalore: Theological Publication of India, 2015).

When reference about *Codex Iuris Canonici* is given subsequently, it is enough to mention its abbreviated form CIC with the concerned canon.

For example,

**F:** CIC c. 660 §1.

In the bibliography it is indicated as follows:

**B:** *Codex Iuris Canonici, auctoritate Ioannis Pauli PP. II promulgatus, fontium annotatione et indice analytico-alphabetico auctus*. Città del Vaticano: Libreria Editrice Vaticana, 1989. English translation, *Code of Canon Law: Latin-English Edition*, New English Translation prepared under the auspices of the Canon Law Society of America. Washington, DC: Canon Law Society of America, 1999.

OR

**B:** *Codex Iuris Canonici, auctoritate Ioannis Pauli PP. II promulgatus*. AAS 75, pars 2 (1983) 1-324. English translation, *The Code of Canon Law*, New revised English Translation prepared by the Canon Law



Society of Great Britain and Ireland in association with the Canon Law Society of Australia and New Zealand and the Canadian Canon Law Society. Bangalore: Theological Publication of India, 2015.

### 3.4 Some Other Special Cases

#### 3.4.1 *ANF* and *NPNF*, First and Second Series, and Similar Materials

Citing the church fathers can be confusing and frustrating since often there are a variety of levels at which one can cite. Authors may elect to cite both the primary reference and the volume and page number within a given series. If this does not become cumbersome for the reader, it is helpful to include both. In either case, it is better to use arabic numbers rather than roman numerals and to put the *ANF* or *NPNF* reference in parentheses. It is not necessary to give a full citation if a bibliography is included and subsequent citations in the notes are identical to the first citation.

**F:**     <sup>14</sup> *The Clementine Homilies* 1.3 (*ANF* 8:223).

In this example, the title of the work appears in italics. The number 1 indicates the homily number, and 3 designates the chapter. The parenthetical information refers to the series, volume, and page number. In the bibliography, one need cite only the series information, unless the translation itself plays an integral role in the discussion. Thus:

**B:**     *The Ante-Nicene Fathers*. Edited by Alexander Roberts and James Donaldson. 1885–1887. 10 vols. Repr., Peabody, MA: Hendrickson, 1994. An example in which the translation itself needs to be documented follows:

**F:**     <sup>44</sup> Augustine, *Letters of St. Augustin* 28.3.5 (*NPNF* 1:252).

- B:** Augustine. *The Letters of St. Augustin*. In vol. 1 of *The Nicene and Post-Nicene Fathers*, Series 1. Edited by Philip Schaff. 1886–1889. 14 vols. Repr., Peabody, MA: Hendrickson, 1994.

### 3.4.2 J.-P. Migne's *Patrologia Latina* and *Patrologia Graeca*

For this series, use the abbreviated form

- F:** <sup>6</sup> Gregory of Nazianzus, *Orationes theologicae* 4 (PG 36:12c).
- B:** *Patrologia Latina*. Edited by J.-P. Migne. 217 vols. Paris, 1844–1864. *Patrologia Graeca*. Edited by J.-P. Migne. 162 vols. Paris, 1857–1886.
- Regarding the use of roman type for these series names, see §3.1.3.5.

### 3.4.3 Strack-Billerbeck, *Kommentar zum Neuen Testament*

Citing Hermann Strack and Paul Billerbeck's *Kommentar zum Neuen Testament aus Talmud und Midrasch* is simplified by using the abbreviation for the work, Str-B and the volume and page number(s). Thus a note might read:

- F:** <sup>3</sup> See the discussion of ἐκπατοῦντο in Str-B 2:271.
- B:** Strack, Hermann L., and Paul Billerbeck. *Kommentar zum Neuen Testament aus Talmud und Midrasch*. 6 vols. Munich: Beck, 1922–1961.

### 3.4.4 Bible Commentaries

Properly citing Bible commentaries can be complex, especially when the commentaries are (1) multivolume or (2) in a series. Commentaries are normally cited just as any other book, with the commentary series name being the only significant addition. Since editors of commentary series usually acquire rather than edit, the names of general editors need not be included in bibliographic or note references. Thus:

- FF:** <sup>5</sup> Morna Hooker, *The Gospel according to Saint Mark*, BNTC 2 (Peabody, MA: Hendrickson, 1991), 223.
- F:** <sup>8</sup> Hooker, *The Gospel according to Saint Mark*, 223.
- B:** Hooker, Morna. *The Gospel according to Saint Mark*. BNTC 2. Peabody, MA: Hendrickson, 1991.

### 3.4.5 A Single Volume of a Multivolume Commentary in a Series

The style for citing a single volume of a multivolume commentary in a series is the same as for a titled volume in a multivolume edited work (§3.2.21). The style for citing the entire work follows that for a multivolume work (§3.2.20).

### 3.4.6 A CD-ROM Reference (with a Corresponding Print Edition)

Books on CD-ROM should be cited according to the print edition. It is not necessary to indicate the medium in the citation.

### 3.4.7 Text Editions Published Online with No Print Counterpart

When citing original editions of primary texts that are published online (as opposed to electronic versions of texts published previously in print form), an electronic resource identifier (DOI or URL) must be included.

- F:** <sup>4</sup> Wilhelm, “Der Vertrag Šuppiluliumas I.”
- B:** Gernot Wilhelm, ed. “Der Vertrag Šuppiluliumas I. von Ḫatti mit Šattiwazza von Mittani (CTH 51.I).” doi:hethiter.net/: CTH 51.I (INTR 2013-02-24).

### 3.4.8 Online Database

Citations of databases containing formally published materials should identify the author of the content or the owner or sponsor of the site, and provide the title of the content and the

name of the database, followed by the electronic resource identifier(s).

- F:** <sup>39</sup> Cobb Institute of Archaeology, “The Figurines of Maresha.”
- B:** Cobb Institute of Archaeology. “The Figurines of Maresha, the Persian Era.” DigMaster. Accessed 8 April 2010. <http://www.cobb.msstate.edu/dignew/Maresha/index.html>.
- F:** <sup>17</sup> Caraher, “Pyla-Koutsopetria Archaeological Project.”
- B:** William R. Caraher, ed. “Pyla-Koutsopetria Archaeological Project: (Overview).” Open Context. Accessed 5 November 2013. <http://opencontext.org/projects/3F6DCD13-A476-488E-ED10-47D25513FCB2>. doi:10.6078/M7B56GNS.

### 3.4.9 Websites and Blogs

Material published informally online must nevertheless be included in notes and Bibliography.

(Blog entries, however, may be omitted from the bibliography.) In such citations, a URL alone is not sufficient. Rather, the material cited must begin with author of the content if known, followed by a descriptive phrase or title, the owner or sponsor of the site, access date and the URL.

- F:** <sup>10</sup> “The One Hundred Most Important Cuneiform Objects.”
- B:** “The One Hundred Most Important Cuneiform Objects.” cdli:wiki. Accessed 6 March 2012. [http://cdli.ox.ac.uk/wiki/doku.php?id=the\\_one\\_hundred\\_most\\_important\\_cuneiform\\_objects](http://cdli.ox.ac.uk/wiki/doku.php?id=the_one_hundred_most_important_cuneiform_objects).

### 3.5 Special Examples (This section is meant mainly for the Licentiate and Doctoral students)

#### 3.5.1 Texts from the Ancient Near East

Citing primary sources from the ancient Near East presents special problems for authors and editors. The written materials are diverse. The evidence is ever increasing. The publications of these texts are scattered throughout journals, series, and monographs. Principal editions are not always easy to find, and one may have to gather several volumes to locate the necessary transcriptions, transliterations, and translations. The diverse nature of these texts requires the author and publisher to use a variety of formats, abbreviations, numerations, and symbols. Even at the most basic level—for example, that of the titles of texts—no consistency prevails. Thus, we offer the following paragraphs only as basic guidelines.

##### 3.5.1.1 Citing *COS*

A translated text from William W. Hallo, ed., *The Context of Scripture*, 3 vols. (Leiden: Brill, 1997–2002), is cited using the abbreviation *COS* (+ vol. no. + text no. + pages):

- FF:** <sup>7</sup> “The Great Hymn to the Aten,” trans. Miriam Lichtheim (*COS* 1.26:44–46).
- F:** <sup>11</sup> “Great Hymn to the Aten,” *COS* 1.26:44–46.
- B:** Hallo, William W., ed. *Canonical Compositions from the Biblical World*. Vol. 1 of *The Context of Scripture*. Leiden: Brill, 1997.

##### 3.5.1.2 Citing Other Texts

Citing a text can be as easy as citing a well-known translation:

- F:** <sup>16</sup> “Suppiluliumas and the Egyptian Queen,” trans. Albrecht Goetze (*ANET*, 319).

- B:** Pritchard, James B., ed. *Ancient Near Eastern Texts Relating to the Old Testament*. 3rd ed. Princeton: Princeton University Press, 1969.
- F:** <sup>5</sup> “Erra and Ishum” (Stephanie Dalley, *Myths from Mesopotamia* [Oxford: Oxford University Press, 1991], 282–315).
- B:** Dalley, Stephanie. *Myths from Mesopotamia*. Oxford: Oxford University Press, 1991.
- F:** <sup>5</sup> “Erra and Ishum” (Benjamin Foster, *Before the Muses: An Anthology of Akkadian Literature* [Bethesda, MD: CDL, 1993], 1:771–805).
- B:** Foster, Benjamin. *Before the Muses: An Anthology of Akkadian Literature*. Vol. 1. Bethesda, MD: CDL, 1993.
- FF:** <sup>34</sup> “The Doomed Prince” (Miriam Lichtheim, *Ancient Egyptian Literature* [Berkeley: University of California Press, 1976], 2:200–203).
- F:** <sup>36</sup> “The Doomed Prince” (*AEL* 2:200–203).
- B:** Lichtheim, Miriam. *Ancient Egyptian Literature*. Vol. 2. Berkeley: University of California Press, 1976.
- Follow the convention of whatever text edition or translation you cite in your notes and bibliography (for symbols common to ancient Near Eastern texts, see §5.9):
- F:** <sup>12</sup> “The Disappearance of the Sun God,” §3 (A I 11–17) (Harry A. Hoffner Jr., *Hittite Myths* [ed. Gary M. Beckman; WAW 2; Atlanta: Scholars Press, 1990], 26).
- B:** Hoffner, Harry A., Jr. *Hittite Myths*. Edited by Gary M. Beckman. WAW 2. Atlanta: Scholars Press, 1990.

Authors are encouraged to provide the reader with the most current edition, particularly if a transliterated text is cited:

- F:** <sup>34</sup> Ashur Inscription, obv. lines 10–17 (RIMA 2:143–44).
- B:** Grayson, Albert Kirk. *Assyrian Rulers of the Early First Millennium BC (1114–859 BC)*. RIMA 2. Toronto: University of Toronto Press, 1991.
- F:** <sup>33</sup> Esarhaddon Chronicle, lines 3–4 (*ABC*, 125).
- B:** Grayson, Albert Kirk. *Assyrian and Babylonian Chronicles*. TCS. Locust Valley, NY: Augustin, 1975.

Some texts, especially letters, are conventionally cited by their number in the principal edition, without a page reference; for example, a letter from the Mari archive sent by Yasmah-Adad is cited as:

- F:** <sup>45</sup> ARM 1.3.
- B:** Dossin, Georges. *Lettres*. ARM 1. 1946. Repr., Paris: Geuthner, 1967. If citing it from the edited version:
- F:** <sup>45</sup> ARMT 1.3.
- B:** Georges Dossin, *Correspondance de Šamši-Addu et de ses fils*. ARMT 1. Paris: Imprimerie nationale, 1950.

### 3.5.2 Loeb Classical Library (Greek and Latin)

Citing a volume or work in the Loeb Classical Library, especially if the work is well known, requires only the primary reference. Ordinarily these are cited in parentheses, just as any other primary source. (See §3.1.3.6 on conventions for citing primary sources.)

(Josephus, *Ant.* 2.233–235)

- F:** <sup>1</sup> Josephus, *Ant.* 2.233–235.
- F:** <sup>4</sup> Tacitus, *Ann.* 15.18–19

As in the case of all ancient works, if the translation is being quoted, it is appropriate to cite the translator: (Josephus, *Ant.* 2.233–235 [Thackeray, LCL])

**F:**     <sup>5</sup> Josephus, *Ant.* 2.233–235 (Thackeray, LCL).

**F:**     <sup>6</sup> Tacitus, *Ann.* 15.18–19 (Jackson, LCL).

The bibliography provides the necessary information regarding the work. *Josephus*. Translated by Henry St. J. Thackeray et al. 10 vols. LCL. Cambridge: Harvard University Press, 1926–1965.

**B:**     Tacitus. *The Histories and The Annals*. Translated by Clifford H. Moore and John Jackson. 4 vols. LCL. Cambridge: Harvard University Press, 1937.

If a complete work within an ancient author's corpus is under consideration, the entry can reflect that.

**F:**     <sup>14</sup> Flavius Josephus, *The Jewish Antiquities, Books 1–19*, trans. Henry St. J. Thackeray et al., LCL (Cambridge: Harvard University Press, 1930–1965).

But the bibliography should reflect the entire collection.

**B:**     *Josephus*. Translated by Henry St. J. Thackeray et al. 10 vols. LCL. Cambridge: Harvard University Press, 1926–1965.

### 3.5.3 Papyri, Ostraca, and Epigraphica

#### 3.5.3.1 Papyri and Ostraca in General

When a papyrus or ostrakon, or a translation thereof, is cited from the standard critical edition listed in the most recent edition of the *Checklist of Editions of Greek and Latin Papyri, Ostraca, and Tablets* (ed. John F. Oates et al., 5th ed., BASPSup 9 [Oakville, CT: American Society of Papyrologists], 2001; more current is the online version at <http://scriptorium.lib.duke.edu/papyrus/texts/clist.html>), it is



sufficient to cite by abbreviation (using the abbreviation from the *Checklist*; note that there are no spaces within the abbreviation) and inventory number.

**F:**     <sup>22</sup> P.Cair.Zen. 59003.

Bibliographic information for all collections so abbreviated should be included in a list of abbreviations or short titles. If a papyrus, or a translation thereof, is quoted from a source other than the principal edition (such as Hunt and Edgar's *Select Papyri*), the source should be identified in parentheses. In such cases, it is nevertheless preferable to use the standard abbreviation from the *Checklist* and include that abbreviation in the list of abbreviations or short titles.

**F:**     <sup>22</sup> P.Cair.Zen. 59003 (Arthur S. Hunt and Campbell C. Edgar, *Select Papyri*, LCL [Cambridge: Harvard University Press, 1932], 1:96).

If *Select Papyri* or a similar collection is cited frequently, it should be abbreviated. In the case of *Select Papyri*, citation may be by selection number rather than volume and page number.

**F:**     <sup>22</sup> P.Cair.Zen. 59003 (Hunt and Edgar §31).

### 3.5.3.2 Epigraphica

Taking their cue from Oates et al., *Checklist of Editions* (see SBL §3.4.3.1), G. H. R. Horsley and John A. L. Lee offer "A Preliminary Checklist of Abbreviations of Greek Epigraphic Volumes" in *Epigraphica: Periodico internazionale di epigrafia* 56 (1994): 129–69. This indispensable checklist seeks "to provide a list of coherent abbreviations for Greek epigraphic volumes which are both acceptable to specialist epigraphers and comprehensible in themselves to nonspecialists who have occasion to use and refer to inscriptions" (p. 130). Abbreviations for a few of the more common epigraphic resources are included in §8.4 (e.g., *BGU*,

*MAMA, SIG*), but for a more comprehensive catalogue, see Horsley and Lee's checklist.

### 3.5.3.3 Greek Magical Papyri

The Greek Magical Papyri are abbreviated following Hans Dieter Betz, *The Greek Magical Papyri in Translation, including the Demotic Spells*, 2nd ed. (Chicago: University of Chicago Press, 1996). The roman numerals, even those with appended letters (e.g., *PGM* Va. 1–3), follow Preisendanz's catalog of manuscripts. Betz retains Preisendanz's Greek text numeration (until the end of Preisendanz's list, LXXX), except he creates his own system (still dependent on *PGM*) for the demotic spells (which he identifies as *PDM*). N.B.: Spaces separate roman numerals and arabic numerals, which "usually delineate the compass of individual spells within the papyrus manuscript" (ibid., xxxi).

(*PGM* III. 1–164)

**F:**     <sup>22</sup> *PGM* III. 1–164.

If the edition should be mentioned, cite it in parentheses following the reference, listing it in full in the bibliography.

**F:**     <sup>22</sup> *PGM* III. 1–164 (Betz).

**B:**     Betz, Hans Dieter. *The Greek Magical Papyri in Translation, Including the Demotic Spells*. 2nd ed. Chicago: University of Chicago Press, 1996.

### 3.5.4 Ancient Epistles and Homilies

The edition of the Cynic epistles edited by Abraham Malherbe (*The Cynic Epistles: A Study Edition*, SBS 12 [Atlanta: Scholars Press, 1977]) provides a convenient model for citation. Citing the Cynic epistles or the several ancient collections of letters, homilies, and the like can be confusing on two fronts since the writings frequently bear both titles and numbers but sometimes only a number. For example, the *Epistles of Diogenes* include *Epistle 26: To Crates* and a

simple numeric designation, *Epistle 28*. Since all the epistles have numbers but not all have titles, the numbers serve as the best identifiers of the pieces and are considered sufficient citation. Line numbers should be included in specific quotations, with a comma separating the work from the line number.

(Heraclitus, *Epistle 1*, 10)

**F:**     <sup>34</sup> Heraclitus, *Epistle 1*, 10.

A comma separates the epistle number (set in italic) from the line number (set in roman). If the translation itself requires notation, include it in parentheses.

**F:**     <sup>36</sup> Heraclitus, *Epistle 1*, 10 (Worley).

**B:**     Heraclitus. *Epistle 1*. Translated by David Worley. Page 187 in *The Cynic Epistles: A Study Edition*. Edited by Abraham J. Malherbe. SBS 12. Atlanta: Scholars, 1977.

If several authors from the collection are cited, put the full work in the bibliography: Malherbe, Abraham J., ed. *The Cynic Epistles: A Study Edition*. SBS 12. Atlanta: Scholars Press, 1977.

#### 4 Abbreviations

Authors' use of abbreviations will vary depending on the material and its intended readers. Abbreviations can be particularly useful in notes, parenthetical materials, tables, lists, and bibliographies, and in the right circumstances SBL Press encourages authors to make the most of them. Where abbreviations are frequent, it is helpful to list the uncommon ones (those that would not be found in a standard dictionary or universally known among the target audience) in the front matter; on the other hand, if technical abbreviations are infrequent, one could make a good case for eliminating them entirely. In running text, it is much more common to spell

terms out, but even there abbreviations can be used to advantage. Thus Old and New Testament books (particularly where specific passages are being cited), the different versions of the Scripture, conventional journal and dictionary titles, and numerous other common terms may be readily abbreviated—provided the audience is unlikely to be confused. If the term to be abbreviated appears at the beginning of a sentence, it should ordinarily be spelled out.

The following pages present abbreviations that are widely used in the pertinent academic disciplines. We acknowledge that many inconsistencies exist, both as a result of developments (sometimes reflected in major publications) in relatively independent and specialized fields and as a function of normal variations in English usage. Thus ours is not an attempt to prescribe inviolable rules but rather to provide an accessible reference for authors and to document SBL Press's own usage. Naturally, if our suggestions help bring about a greater consistency across the fields represented, we will not be unhappy; even though no one will love every abbreviation, their common use can have overriding benefits. Still, we wish to be quite clear that authors and publishers may freely choose to vary from the usages we describe, provided they appropriately document their chosen abbreviations for readers.

#### **4.1. Biblical Books (See Appendix 3.1)**

#### **4.2. States of USA and Canada (See Appendix 3.2)**

#### **4.3. Other Abbreviations given in the *SBL Handbook of Style***

## **Appendix 1: Examples of Half-Title Page, Title Page and Declaration**

**CHRISTOLOGY OF NARSAI:  
A CRITICAL STUDY OF NARSAI'S  
CHRISTOLOGICAL REFLECTIONS**

[upper case, bold, font size:14]





**DHARMARAM VIDYA KSHETRAM**

Pontifical Athenaeum of Philosophy, Theology,  
Canon Law and Formative Spirituality and Counselling

**CHRISTOLOGY OF NARSAI:  
A CRITICAL STUDY OF NARSAI'S  
CHRISTOLOGICAL REFLECTIONS**

[upper case, bold, font size:14]

**Roby Vadana**

**Reg. No. 11111111**

[title case, bold, font size:12]

**DIRECTOR**

Prof. Dr. Thomas Kollamparampil, CMI

A Thesis

Submitted to the Faculty of Theology  
in Partial Fulfilment of the Requirements for the  
Degree of Licentiate in Theology

Bengaluru  
February 2016





## DECLARATION

I, ....., Register Number ....., student of Dharmaram Vidya Kshetram, hereby declare that the thesis/dissertation entitled “.....” is record of the work carried out by me during the academic year ....., under the guidance of ....., Professor of Dharmaram Vidya Kshetram.

I declare that this study has not been published either in part or in full anywhere else, either by me or anyone else, or has not formed the basis for the awarding of any Degree or Diploma or other titles in this Athenaeum or other institutions of higher learning.

I further declare that the material obtained from other sources has been duly acknowledged in the thesis/dissertation work.  
Dharmaram Vidya Kshetram

Bengaluru (Sign) .....  
(Date) ..... (Name) .....

(Sign) .....  
(Name of the Professor) .....  
Thesis/Dissertation Guide



## Appendix 2: Transliteration Tables of Hebrew, Greek, Syriac and Sanskrit

### A2.1 Hebrew

#### A2.1.1 Hebrew Consonants

Character	Name	Transliteration	Character	Name	Transliteration
א	<i>Alef</i>	'	ל	<i>lamed</i>	<i>l</i>
ב	<i>bet</i>	<i>b</i>	מ ם	<i>mem</i>	<i>m</i>
נ		<u><i>b</i></u>	נ ן	<i>nun</i>	<i>n</i>
ג	<i>Gimel</i>	<i>g</i>	ס	<i>samek</i>	<i>s</i>
ד		<u><i>g</i></u>	ע	<i>ayin</i>	'
ה	<i>dalet</i>	<i>d</i>	פ	<i>pe</i>	<i>p</i>
ו		<u><i>d</i></u>	פ ף		<i>p̄</i>
ז	<i>he</i>	<i>h</i>	צ ץ	<i>tsade</i>	<i>ṣ</i>
ח	<i>waw</i>	<i>w</i>	ק	<i>qoph</i>	<i>q</i>
ט	<i>zayin</i>	<i>Z</i>	ר	<i>resh</i>	<i>r</i>
י	<i>kheth</i>	<i>ḥ</i>	ש	<i>sin</i>	<i>ś</i>
כ	<i>tet</i>	<i>ṭ</i>	ש	<i>shin</i>	<i>š</i>
ל	<i>yod</i>	<i>y</i>	ת	<i>tav</i>	<i>t</i>
מ	<i>kaph</i>	<i>k</i>	ת		<u><i>t</i></u>
נ ן		<u><i>k</i></u>			

### A2.1.2 Hebrew Vowels

Character	Name	Transliteration	Character	Name	Transliteration
ֿ	<i>pathakh</i>	<i>a</i>	ְ	<i>hireq yod</i>	<i>î</i>
ֿ	<i>qamets</i>	<i>ā</i>	ֿ	<i>qamets hatuf</i>	<i>o</i>
ֿֿ	Final <i>qamets he</i>	<i>āh</i>	ֿ	<i>holem</i>	<i>ō</i>
ֿֿ	3ms suffix	<i>ayw</i>	ֿ	<i>holem waw</i>	<i>ô</i>
ֿֿ	<i>segol</i>	<i>e</i>	ֿ	<i>quibbuts</i>	<i>u</i>
ֿֿ	<i>tsere</i>	<i>ē</i>	ֿֿ	<i>Sureq</i>	<i>û</i>
ֿֿֿ	<i>tsere yod</i>	<i>ê</i>	ֿֿֿ	<i>katef qamets</i>	<i>ö</i>
ֿֿֿ	<i>segol yod</i>	<i>ê</i>	ֿֿֿ	<i>katef patakh</i>	<i>ǎ</i>
ֿֿ	Short <i>hireq</i>	<i>i</i>	ֿֿֿֿ	<i>Katef segol</i>	<i>ě</i>
ֿֿֿֿ	Long <i>hireq</i>	<i>ī</i>	ֿֿֿֿֿ	<i>shewa</i>	<i>ə</i>

**A2.1.3 Stems (SBL, 57)****A2.2 Aramaic (Use the same transliteration system of Hebrew)****A2.3 Greek (Alphabet)**

Character	Name	Transliteration	Character	Name	Transliteration
A α	Alpha	<i>a</i>	Ν ν	Nu	<i>n</i>
B β	Beta	<i>b</i>	Ξ ξ	Xi	<i>x</i>
Γ γ	Gamma	<i>g or n</i>	Ο ο	Omicron	<i>o</i>
Δ δ	Delta	<i>d</i>	Π π	Pi	<i>p</i>
Ε ε	Epsilon	<i>e</i>	Ρ ρ	Rho	<i>r</i>
Ζ ζ	Zeta	<i>z</i>	Σ σ ζ	Sigma	<i>s</i>
Η η	Eta	<i>e</i>	Τ τ	Tau	<i>t</i>
Θ θ	Theta	<i>th</i>	Υ υ	Upsilon	<i>u or y</i>
Ι ι	Iota	<i>i</i>	Φ φ	Phi	<i>ph</i>
Κ κ	Kappa	<i>k</i>	Χ χ	Chi	<i>ch</i>
Λ λ	Lambda	<i>l</i>	Ψ ψ	Psi	<i>ps</i>
Μ μ	Mu	<i>m</i>	Ω ω	Omega	<i>o</i>

A2.4 Syriac (Consonants and Vowels)

CONSONANTS				VOWELS		
Estrangela	East Syriac	West Syriac	Trans literation	East Syriac	West Syriac	Tr.
ܐ	ܐ	ܐ	ʾ	ܐ̈	ܐ̈	a
ܒ	ܒ	ܒ	b (bb/b̄)	ܐ̈	ܐ̈	ā
ܓ	ܓ	ܓ	g (gg)	ܐ̈	ܐ̈	e
ܕ	ܕ	ܕ	d (dd/d̄)	ܐ̈	ܐ̈	ē
ܗ	ܗ	ܗ	h	ܐ̈	ܐ̈	i
ܘ	ܘ	ܘ	w	ܐ̈	ܐ̈	u
ܙ	ܙ	ܙ	z	ܐ̈		o
ܠ	ܠ	ܠ	ḥ			
ܦ	ܦ	ܦ	ṭ			
ܝ	ܝ	ܝ	y			
ܟ	ܟ	ܟ	k (k)			
ܠ	ܠ	ܠ	l			
ܡ	ܡ	ܡ	m			
ܢ	ܢ	ܢ	n			
ܣ	ܣ	ܣ	s			
ܥ	ܥ	ܥ	ʿ			
ܦ	ܦ	ܦ	p			
ܨ	ܨ	ܨ	ṣ			
ܩ	ܩ	ܩ	q			
ܫ	ܫ	ܫ	š			
ܬ	ܬ	ܬ	t (tt/t̄)			

## A2.5 Sanskrit and Other Indian Languages

Devana gari	Translit	Devana gari	Translit	Devana gari	Translit	Devana gari	Translit
अ	<i>a</i>	ॠ	<i>m̐</i>	अ॒	<i>ṇ</i>	फ़	<i>ph</i>
आ	<i>ā</i>	ॡ	<i>m̐</i>	अ॒	<i>ṭ</i>	ब॒	<i>b</i>
इ	<i>i</i>	ः	<i>ḥ</i>	ठ॒	<i>th</i>	भ॒	<i>bh</i>
ई	<i>ī</i>	व॒	<i>K</i>	ड॒	<i>ḍ</i>	म॒	<i>m</i>
उ	<i>u</i>	रू॒	<i>kh</i>	ह॒	<i>dh</i>	य॒	<i>y</i>
ऊ	<i>ū</i>	र॒	<i>G</i>	ण॒	<i>ṇ</i>	र॒	<i>r</i>
ऋ	<i>ṛ</i>	घ॒	<i>gh</i>	त॒	<i>t</i>	ल॒	<i>l</i>
ॠ।ल	<i>ṛ   l</i>	ङ॒	<i>Ṇ</i>	थ॒	<i>th</i>	व॒	<i>v</i>
ए	<i>e/ē</i>	ॢ	<i>C</i>	द॒	<i>d</i>	श॒	<i>ś</i>
ऐ	<i>ai</i>	छ॒	<i>ch</i>	घ॒	<i>dh</i>	ष॒	<i>ṣ</i>
ओ	<i>o</i>	ॣ	<i>J</i>	न॒	<i>n</i>	स॒	<i>s</i>
औ	<i>au</i>	झ॒	<i>Jh</i>	प॒	<i>p</i>	ह॒	<i>h</i>

The same transliteration table can be used for other Indian languages like Hindi, Bengali etc.

**A2.6 Other Ancient Languages (Ref. *The SBL Handbook of Style*)**

Coptic (*SBL*, 60)

Akkadian (*SBL*, 60)

Egyptian (*SBL*, 61)

Ugaritic (*SBL*, 61)

Sumerian (*SBL*, 61)

Hittite (*SBL*, 62)

Ammonite, Edomite, and Moabite (*SBL*, 62)

Phoenician (*SBL*, 62)

Old Persian and Other Ancient Iranian Languages  
(*SBL*, 62)

Mandaic (*SBL*, 63)

Ethiopic (*SBL*, 64)

Arabic (*SBL*, 65)

**A2.7 Transcribing Ancient Texts (*SBL*, 67)**



## Appendix 3: Abbreviations of Biblical Books and Cities of USA and Canada

### A3.1. Biblical Books

In DVK we follow the abbreviation list of the biblical books given in the *NRSV*.

#### A3.1.1 Old Testament

Gen	Genesis	Tob	Tobit	Bar	Baruch
Ex	Exodus	Jdt	Judith	Ezek	Ezekiel
Lev	Leviticus	Esth	Esther	Dan	Daniel
Num	Numbers	1 Macc	1 Maccabees	Hos	Hosea
Deut	Deuteronomy	2 Macc	2 Maccabees	Joel	Joel
Josh	Joshua	Job	Job	Am	Amos
Judg	Judges	Ps/Pss	Psalms/Psalms	Ob	Obediah
Ruth	Ruth	Prov	Proverbs	Jon	Jonah
1 Sam	1 Samuel	Eccl	Ecclesiastes	Mic	Micah
2 Sam	2 Samuel	Song /Cant	Song of Songs	Nah	Nahum
1 Kings	1 Kings	Wis	Wisdom	Hab	Habakkuk
2 Kings	2 Kings	Sir	Sirach (Ecclesiasticus)	Zeph	Zephaniah
1 Chr	1 Chronicles	Isa	Isaiah	Hag	Haggai
2 Chr	2 Chronicles	Jer	Jeremiah	Zech	Zechariah
Ezra	Ezra	Lam	Lamentations	Mal	Malachi
Neh	Nehemiah				

### A3.1.2 New Testament

Mt	Mathew	Eph	Ephesians	Heb	Hebrews
Mk	Mark	Phil	Philippians	Jas	James
Lk	Luke	Col	Colossians	1 Pet	1 Peter
Jn	John	1 Thes	1 Thessalonians	2 Pet	2 Peter
Acts	Acts of the Apostles	2 Thes	2 Thessalonians	1 Jn	1 John
Rom	Romans	1 Tim	1 Timothy	2 Jn	2 John
1 Cor	1 Corinthians	2 Tim	2 Timothy	3 Jn	3 John
2 Cor	2 Corinthians	Titus	Titus	Jude	Jude
Gal	Galatians	Philem	Philemon	Rev	Revelation

Abbreviations for the Hebrew Bible/Old Testament, New Testament,<sup>5</sup> deuterocanonical works, and Dead Sea Scrolls and related texts do not use a period. All other abbreviations are marked by periods.

Patterns of punctuation around numbers in text references vary as noted below. In general, we prefer to separate chapter and verse references such as one finds in biblical materials with colons (*SBL* §8.3.1). With other ancient texts, where numbering may be by book, chapter, section, paragraph, or line, periods have become more common for separating the successive unit numbers. In some cases, by discipline-specific convention, other patterns may be used.

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<sup>5</sup> Abbreviations given above is not of *SBL* Style, but taken from the *NRSV* (which is the official English translation of Bible used in *DVK*).

### A3.2 Postal Abbreviation of States in USA and Canada

This shall be used with the name of the city/town of the publishers of the book (from US and Canada) in order to specify them:

<b>CANADA</b>			
AB	Alberta	NT	Northwest Territories
BC	British Columbia	ON	Ontario
MB	Manitoba	PE	Prince Edward Island
NB	New Brunswick	QC	Quebec
NF	Newfoundland	SK	Saskatchewan
NS	Nova Scotia	YT	Yukon
<b>UNITED STATES OF AMERICA (USA)</b>			
AK	Alaska	MP	Northern Mariana Islands
AL	Alabama	MS	Mississippi
AR	Arkansas	MT	Montana
AS	American Samoa	NC	North Carolina
AZ	Arizona	ND	North Dakota
CA	California	NE	Nebraska
CO	Colorado	NH	New Hampshire
CT	Connecticut	NJ	New Jersey
DC	Washington, District of Columbia	NM	New Mexico
DE	Delaware	NV	Nevada
FL	Florida	NY	New York
FM	Federated States of Micronesia	OH	Ohio

GA	Georgia	OK	Oklahoma
GU	Guam	OR	Oregon
HI	Hawaii	PA	Pennsylvania
IA	Iowa	PR	Puerto Rico
ID	Idaho	PW	Palau
IL	Illinois	RI	Rhode Island
IN	Indiana	SC	South Carolina
KS	Kansas	SD	South Dakota
KY	Kentucky	TN	Tennessee
LA	Louisiana	TX	Texas
MA	Massachusetts	UT	Utah
MD	Maryland	VA	Virginia
ME	Maine	VI	Virgin Islands
MH	Marshall Islands	VT	Vermont
MI	Michigan	WA	Washington
MN	Minnesota	WI	Wisconsin
MO	Missouri	WV	West Virginia
ME	Maine	WY	Wyoming

### **A3.3. Other Abbreviations**

A3.3.1 Eras (See *SBL*, 119)

A3.3.2 Technical Abbreviations (*SBL*, 119)

A3.3.3 Bible Texts and Versions (*SBL*, 121)

A3.3.4 Divisions, Units, Texts, and Versions (*SBL*, 122)

A3.3.5 Citations of Parallel Texts (*SBL*, 123)

A3.3.6 Deuterocanonical Works and Septuagint (*SBL*, 125)

- A3.3.7 Old Testament Pseudepigrapha (*SBL*, 125)
  - A3.3.8 Dead Sea Scrolls and Related Texts (*SBL*, 126)
  - A3.3.9 Philo (*SBL*, 129)
  - A3.3.10 Josephus (*SBL*, 130)
  - A3.3.11 Mishnah, Talmud, and Related Literature (*SBL*, 130)
  - A3.3.12 Targumic Texts (*SBL*, 132)
  - A3.3.13 Other Rabbinic Works (*SBL*, 132)
  - A3.3.14 Apostolic Fathers (*SBL*, 133)
  - A3.3.15 Coptic Codices (Nag Hammadi etc.) (*SBL*, 134–135)
  - A3.3.16 New Testament Apocrypha and Pseudepigrapha (*SBL*, 135–137)
  - A3.3.17 Classical and Ancient Christian Writings (*SBL*, 137–168)
- When citing a particular work only once, spell it out rather than abbreviate it, especially if many readers might not be familiar with the work in question. If the same work is cited many times, or if many different works are cited, use abbreviations within notes or parentheses to avoid cluttering the book with spelled-out titles.
- See also the rules related to each entry.
- A3.3.18 Latin Names of Biblical Books (*SBL*, 169–170)
  - A3.3.19 Papyri, Ostraca, and Epigraphical Citations (*SBL*, 170–171)
  - A3.3.20 Ancient Near Eastern Texts (*SBL*, 171)
- A3.4 Secondary Sources: Journals, Major Reference Works, and Series (*SBL* 171–260)