

Journal of Korean Studies (JKS) Style Guide

May 2025

The *Journal of Korean Studies* Style Guide comprises three parts: (1) a style sheet listing elements of style and format particular to the journal; (2) the “Duke University Press Journals Style Guide,” which offers general rules for Duke University Press journals based on *The Chicago Manual of Style*, 18th ed. (CMS); and (3) a “Documentation” section, explaining and demonstrating the journal’s format for citations and reference list. The *Journal of Korean Studies* first adheres to the rules in this style guide. For issues not covered in the style guide, refer to *The Chicago Manual of Style*, 18th ed. (CMS).

Table of Contents

JKS Style Sheet	2
Acknowledgments	2
Romanization Systems for Asian Languages	2
Romanization and Spacing	2
Romanization of Korean Names in Running Text	2
Author Names in Notes and References	2
Romanization of Korean Names in Notes and References	3
Order of Author Names in Notes and References	3
Multiple Authors with the Same Surname	3
Translations	4
Translations of Titles in Notes and References	4
Translations of Quotations	4
Translations of Titles in Running Text	5
Translation of Words and Phrases in Running Text	6
Duke University Press Journals Style Guide	7
Documentation	16
Sample JKS Reference List and Corresponding Note Citations	26

***JKS* Style Sheet**

Listed below are style points that are in addition to what is outlined in the DUP Journals Style Guide. Where the *JKS* style sheet differs from the DUP Journals Style Guide, defer to the style sheet.

ACKNOWLEDGMENTS

Acknowledgments are made in the first, unnumbered endnote and written in the first person.

ROMANIZATION SYSTEMS FOR ASIAN LANGUAGES

JKS uses the McCune-Reischauer system for rendering written Korean into English. The Revised romanization or Yale romanization systems should not be used. The Pinyin system should be used for Chinese terms and the Hepburn system for Japanese.

For very common terms and places (e.g., Seoul; Pyongyang) with established non-standard romanizations, we defer to the established convention.

ROMANIZATION AND SPACING

Please see <https://www.loc.gov/catdir/cpsd/romanization/korean.pdf> for guidelines on romanization and spacing.

ROMANIZATION OF KOREAN NAMES IN RUNNING TEXT

As a general rule, Korean names presented in the main text should be romanized according to the McCune-Reischauer system and written surname first and given name second (without hyphenation or spaces) (e.g., Yi Hŭijun, *not* Yi Hŭi-jun, Yi Hŭi Jun, Hŭijun Yi). For well-known figures with a non-standard but extremely common romanization of their name (e.g., Kim Il Sung; Kim Jong Il), we defer to the established convention, but a standard romanization should be given in parentheses the first time the name appears in running text, e.g., To be sure, Kim Jong Il (Kim Chŏngil) was . . .

The Asian characters of a name are not required but, if provided, are presented in running text and in the reference list without parentheses or brackets.

They discovered various funerary texts for Yi Hwang 李滉.

AUTHOR NAMES IN NOTES AND REFERENCES

This section includes journal-specific guidelines that should be applied in addition to the guidelines specified in the documentation section below.

Romanization of Korean Names in Notes and References

For references published in English, the author name should match the romanization given in the publication. For references published in Korean, the romanization of the author name should be standardized according to the McCune-Reischauer system, regardless of how it appears in the published work. Original characters of a name are not required but, if given, are presented after the name without parentheses or brackets.

In the reference list, for well-known figures with a non-standard but extremely common romanization of their name (e.g., Kim Il Sung; Kim Jong Il), provide the standard romanization of their name in brackets (e.g., Kim IIsŏng; Kim Chŏngil) in the bibliography entry as well as in parentheses the first time the name is referenced in the main text.

Kim Jong Il [Kim Chŏngil]. *Kŏnch'uk yesullon* [On the art of architecture]. Chosŏn Rodongdang Ch'ulp'ansa, 1992.

Order of Author Names in Notes and References

If the referenced work is written in English, the author name should include a comma between surname and given name in the reference list entry.

Choi, Eunyoung. "North Korean Women's Narratives of Migration: Challenging Hegemonic Discourses of Trafficking and Geopolitics." *Annals of the Association of American Geographers* 104, no. 2 (2014): 271–79.

If the referenced work is written in Korean, Japanese, Chinese, Vietnamese, or another language in which surname commonly precedes given name, no comma should be used between the author's surname and given name in the reference list entry.

Kim Tongjin. *Chosŏn ūi saengt'ae hwan'gyŏngsa* [The history of the ecological environment of Chosŏn]. P'urŭn Yŏksa, 2017.

In cases where the reference list includes works by the same author in different languages, the author's name is often spelled differently in each (e.g., the romanization of the name in the English-language work may differ from the standard McCune-Reischauer romanization). In such cases, indicate the connection between the two sources by including the names in brackets as follows:

Lee, Sungjoo [Yi Sŏngju]. "Formation of the Silla and Gaya Ceramic Styles." *Journal of Korean Art and Archaeology* 6 (2012): 90–101.

Yi Sŏngju [Lee, Sungjoo]. *Ch'ŏngdonggi • ch'ŏlgi sidae sahoe pyŏndongron* [Social transformation from the Bronze to Iron Ages]. Seoul: Hagyŏn Munhwasa, 2007.

Multiple Authors with the Same Surname

Note citations for authors with the same surname should include the surname and the first initial of the entire given name in every instance (e.g., Zheng-Jun Gao → Z. Gao, with no

hyphen; *not* Z.-J. Gao). If there are multiple authors with the same surname *and* same initial, note citations should include the full given name and surname for these authors in every instance. The order of the surname and initial or given name in the notes should follow the conventions described above (“Order of Author Names in Notes and References”).

¹ E. Kim, “North Korea’s Response to US Army Propaganda Leaflets During the Korean War,” 299. [The initial of the given name is first because the publication is in English.]

² Kim C., “Taejabo ūi puhwal.” [The initial of the given name is last because the publication is in Korean.]

See the sample reference list and corresponding note citations at the end of this document for a demonstration of these guidelines.

TRANSLATIONS

Please note that there should always be one space added to either end of any string of Asian characters (except before punctuation or parentheses).

Translations of Titles in Notes and References

Works with non-English titles in the reference list must include an English translation in brackets. The titles of journals, newspapers, magazines, publishers, and similar categories need not be translated.

The English translation follows the title capitalization conventions of the language being translated (e.g., sentence-style capitalization for Korean or Chinese). Original characters are not required but, if given, are presented in brackets before the English translation. Neither the English translations of titles nor the original characters are used in note citations.

Kim Söngsu. “Pukhan ūi Namhan munhwa yesul insik e taehan yöksajök koch’al” [A historical exploration of North Korea’s understanding of South Korean literary arts]. *T’ongil chöngch’æk yŏn’gu* 10, no. 1 (2001): 241–68.

Ikeuchi Hiroshi 池内宏. *Man-Sen shi kenkyu* [滿鮮史研究] [A study of the history of Manchuria and Korea]. 2 vols. Zaho kankokai, 1937–43.

In transliterated titles, the first word following a colon should be lowercased (unless the word is a proper noun).

Chang Sejin. “Wönnhan, nosüt’aeljiö, kwahak: wöllum chisigindül kwa 1960-yöndae Pukhan hakchi ūi söngnip sajöng” [Resentment, nostalgia, science: Defector intellectuals and the establishment of North Korean research in South Korea in the 1960s]. *SAI* 17 (2014): 141–80.

Translations of Quotations

Translations of quotations in the main text should be styled as “English translation” (*transliteration* + original characters). Neither transliterations nor original characters of translations are required, but when they do appear, they should follow this format.

For longer quotations (e.g., longer sentences, block quotes), original characters are preferred over transliterations, but this may depend on the context and should be worked out between the author and the journal editors.

Kim Il Sung is usually depicted as “parent leader” (*öböi suryöngnim*) who warmly comforts the orphaned nation.

The inscription read, “The tomb of Mr. T’oedo, a belated recluse, from the Chinsöng Yi family” (退陶晚隱眞城李公之墓).

When an original-language word or phrase is presented within the English translation of the quotation, the word or phrase is presented in brackets.

She explains that “writing becomes part of the life of the masses [*sösa saenghwal taejunghwa*], and in these circumstances it is perfectly reasonable to substitute the functionality of the brush.”

Translations of Titles in Running Text

When an original non-English title and its translation appear together in running text, the first version (whether original or translation) takes the form of an original title, and the second version is always enclosed in parentheses and treated like a bona fide title (whether or not the work represents a published translation) with title capitalization appropriate to the language. Original characters are not strictly required, but if given, they follow the transliteration. The first word following a colon should be lowercased (unless the word is a proper noun) in transliterated titles.

He continually dealt with these issues in *Kwi üi söng* (*Voice of the Ghost*, 1906) and *Ch’iaksan* (*Ch’iak Mountain*, 1908).

He continually dealt with these issues in *Voice of the Ghost* (*Kwi üi söng*, 1906) and *Ch’iak Mountain* (*Ch’iaksan*, 1908).

This is evident in *Man-Sen shi kenkyu* 滿鮮史研究 (*A Study of the History of Manchuria and Korea*).

This is evident in *A Study of the History of Manchuria and Korea* (*Man-Sen shi kenkyu* 滿鮮史研究).

“Munhak üi kach’i” (“The Value of Literature”) and “Munhak iran hao” (“What Is Literature?”) are two of Yi’s most important articles on literature.

The Value of Literature” (“Munhak üi kach’i”) and “What Is Literature?” (“Munhak iran hao”) are two of Yi’s most important articles on literature.

Translation of Words and Phrases in Running Text

Translated Chinese, Japanese, and Korean terms and phrases in the main text are presented in the following form: English version (*transliteration* + original characters). Neither transliterations nor original characters of translations are required, but when they do appear, they should follow this format. (Alternatively, the transliteration may come first, as in the second example below.) Transliterated common nouns and other words used in an English sentence are lowercased and italicized. However, if a “word or phrase becomes familiar through repeated use throughout a work, it need be italicized only on its first occurrence” and should be roman thereafter (see CMS 11.3). For guidelines regarding quotations, see the above section, “Translations of Quotations.”

The epitaph inscription (*myogalmyŏng* 墓碣銘) was inscribed on a tombstone stele and decorated the grave site along with other stone figures.

Korean *p'ansori* (epic dramatic storytelling) singers were . . .

opposite from the conventional method of outlining (K. *kulūk*; Ch. *koule* 鈎勒) [Where multiple language translations appear, the language is indicated with an abbreviation in parentheses.]

In ancient China, the word *bei* 碑 was defined as . . . [When a non-English word or term is referred to as the word or term itself (and is therefore not a translation), like *bei* in this example, it does not require a direct transliteration and character transcription..]

Transliterated names of proper nouns, including institutions, schools of thought, religions, and so forth, are not italicized.

The number of cases adjudicated by the Supreme People's Court of the People's Republic of China (Zhonghua renmin gongheguo zuigao renmin fayuan) has increased sharply. [Original (or transliterated) names of proper nouns presented as glosses should not be italicized. See CMS 11.4.]

Duke University Press Journals Style Guide

Duke University Press journals adhere to the rules in this style guide and to *The Chicago Manual of Style*, 18th ed. (CMS). We also follow the European Accessibility Act's guidelines and supply alt text for all illustrations and tag foreign-language words and phrases, which allows a screen reader to know when a shift in the dominant language occurs, making pronunciations more accurate.

ABBREVIATIONS

Corporate, municipal, national, and supranational abbreviations and acronyms appear in full caps. Most initialisms (abbreviations pronounced as strings of letters) are preceded by *the*.

further expansion of NATO's membership

dissent within the AFL-CIO

sexism is rampant at IBM

certain US constituencies

Spell out Latin abbreviations such as *i.e.*, *e.g.*, and *etc.* in the text, though allow abbreviations within parentheses in the text. Allow abbreviations in notes. When used, these abbreviations are set in roman type, not italics. The word *sic*, however, is italicized.

Personal initials have periods and are spaced.

W. E. B. Du Bois; C. D. Wright

ABSTRACTS

Substantial articles should include an abstract of approximately 200 words. Book reviews and short issue introductions do not require abstracts.

Abstracts should be written in the third person ("This article proposes . . ."), not the first person ("I propose . . .").

It is preferable for abstracts to summarize the content and argument of the article, not describe the contents and argument. For example:

The Marxist theory of primitive accumulation explains the rise of the postbellum cotton industry in the southern United States. However, it fails to account for the parallel penetration of railways into the region. Federal subsidies played a significant role in supporting railways, demonstrating the link between a protoglobal industry and federal government, which sought to promote "free labor" and international trade.

not

This article defends the view that the Marxist theory of primitive accumulation explains . . .

CAPITALIZATION. SEE ALSO SPELLING AND HYPHENATION

See CMS, chap. 8, for general guidance on capitalization.

In Romance and other languages, use diacritics with capital letters.

After a Colon

If the material introduced by a colon consists of a complete sentence, or if it is a quotation or a speech in dialogue, it should begin with a capital letter. Otherwise, it begins with a lowercase letter. See CMS 6.65, 6.67.

Quotations

Silently correct initial capitalization in quotations depending on the relationship of the quotation to the rest of the sentence (see CMS 12.19). For instance:

Smith stated that “we must carefully consider all aspects of the problem.”

but

Smith stated, “We must carefully consider all aspects of the problem.”

A lowercase letter following a period plus an ellipsis should be capitalized if it begins a grammatically complete sentence (CMS 12.62).

The spirit of our American radicalism is destructive. . . . The conservative movement . . . is timid, and merely defensive of property.

Terms

A down (lowercase) style is generally preferred for terms. See CMS, chap. 8, for detailed guidelines on capitalization of terms.

Titles of Works

For titles in English, capitalize the first and last words and all nouns, pronouns, adjectives, verbs, adverbs, subordinating conjunctions (*if, because, that, etc.*), and prepositions with five or more characters (*about, between, without, etc.*). Lowercase articles (*a, an, the*), coordinating conjunctions, prepositions with four or fewer characters (*on, of, with, etc.*), the *to* in infinitives, and the word *as* in any function. In rare cases, a shorter preposition may be capitalized when paired with a longer preposition (*for* in *For and Against*). See CMS 8.160.

For hyphenated and open compounds in titles in English, capitalize first elements; subsequent elements are capitalized unless they are articles, prepositions with four or fewer characters, or coordinating conjunctions. Subsequent elements attached to prefixes are capitalized. The second element of hyphenated spelled-out numbers or simple fractions should be capitalized. If a compound (other than one with a hyphenated prefix) comes at the end of the title, its final element is always capitalized. See CMS 8.162.

Nineteenth-Century Literature
 Avoiding a Run-In
 Policies on Re-Creation
 Reading the Twenty-Third Psalm
 Singing While You Work

When titles contain direct quotations, the title case style described above and in CMS should be imposed.

“We All Live More like Brutes than Humans”: Labor and Capital in the Gold Rush

In capitalizing titles in *any* non-English language, including French, capitalize the first letter of the title and subtitle and all proper nouns. See CMS 11.77 and 11.42 for the treatment of Dutch and German titles, respectively. Diacritical marks on capital letters are retained in all languages.

CONTRIBUTOR’S NOTE

Each contributor’s note includes the author’s name, rank, affiliation, areas of activity or research, and most recent works. Dates of publication, but not publishers’ names, are given for books.

Rebecca Newman is professor of history at the University of Chicago. She is author of *In the Country of the Last Emperor* (1991).

Yingjin Zhang teaches Chinese literature at Indiana University. His book *Configurations of the City in Modern Chinese Literature* is forthcoming.

DATES AND TIMES. SEE ALSO NUMBERS

For more information, see CMS 9.31–40.

May 1968
 May 1, 1968
 May 1–3, 1968
 on February 8, 1996, at 8:15 a.m. and again at 6:15 p.m.
 September–October 1992
 from 1967 to 1970
 1960s counterculture; sixties [*not* 60s or ’60s] counterculture
 the 1980s and 1990s
 mid-1970s American culture
 the mid-nineteenth century [note hyphen, not en dash]

the late twentieth century; late twentieth-century Kenya

the years 1896–1900, 1900–1905, 1906–9, 1910–18

“The Audacity of His Enterprise: Louis Riel and the Métis Nation That Canada Never Was, 1840–1875” [use full year range in titles of works and headings]

AD 873; the year 640 BC; Herod Antipas (21 BCE–39 CE) [use full caps without periods for era designations]

ca. 1820

EXTRACTS. SEE ALSO CAPITALIZATION AND PUNCTUATION (ELLIPSES)

Set off quotations that are more than 400 characters (including spaces) in length.

FIGURES AND TABLES

Each figure or table should be referred to either parenthetically (*figure* is abbreviated as *fig.* within parentheses) or in running text at a relevant place in the discussion. Number tables and figures consecutively.

The pressure of the flow repeatedly threatened to break down the walls that had just been created by cooling (fig. 3).

As figure 1 shows, our labor took the form of designing supported experiences for GTAs.

The problem with school attendance in the Bronx (see table 1) is largely the fault of a social system that neglects its children.

Figure Captions

Captions are sentence case and have terminal punctuation. If credit or source information is provided, it should be the last element of the caption.

Figure 1. The author with unidentified friend, 1977.

Figure 2. The author posed for this picture with an unidentified friend in 1977.

Figure 3. Noam Chomsky at a political rally, 1971. Courtesy of John Allan Cameron Archives, University of Florida, Gainesville.

Figure 4. Coal miners in Matewan, West Virginia, April 1920. The miners' strike was depicted in John Sayles's film *Matewan*. Courtesy of Matewan Historical Society.

Figure 5. Winston Roberts, *When Last I Saw* (1893). Oil on canvas, 56 × 48 in. Courtesy of the Campbell Collection, Central State Community College Library, Pleasance, Nebraska.

Figure 6. Harvey Nit, *These. These? Those!* (2011). Mascara on cocktail napkin, 16 × 16 cm. © Harvey Nit.

In addition to a caption, each figure requires *alt text*, a short description of the figure that allows nonsighted persons to access a publication's visual content. See CMS 3.28.

Table Titles

Table titles are sentence case but do *not* have terminal punctuation.

Table 3. Comparative frequency of bicycles, mopeds, and Segways in Amsterdam, Dublin, and Toronto, 2005–15

GRAMMAR

A split infinitive is OK if the text reads better with a split infinitive.

Make a distinction between *that* (restrictive) and *which* (nonrestrictive) but not obsessively (i.e., if making the distinction means that there will be several *thats* in a row, allow a restrictive *which*).

Maintain parallel structure.

Maintain subject-verb agreement and tense consistency.

INCLUSIVE LANGUAGE

Disability and Ableism

See CMS 5.260–62 for guidance on disability-inclusive language and avoiding ableism. When writing about disability, use terminology that is currently accepted by the individuals or communities in question while avoiding euphemisms such as “differently abled” or “special needs” (CMS 2.62).

Gendered Language

Avoid sexist language and terms that are gender specific (*chairman*, *mankind*, etc.). When the antecedent is a generic noun, do not use *he* or *she*, or *s/he*, or alternating *he* and *she*. Recast to use gender-neutral alternatives such as plural, singular *they*, or other options listed in CMS 5.265. See CMS 5.255–66 (bias-free language), especially 5.263–66, and 5.51–52 (singular *they*). However, there may be times when the generic masculine pronoun or gendered language is appropriate or preferred by the author: for example, in discussions of works of philosophy in which the original author used *he*, *him*, *man*, and the like generically, or if the article’s author intentionally uses female pronouns exclusively or uses alternative pronouns such as *ze*.

Themselves may be used if the antecedent is clearly singular.

Racial and Ethnic Terms

Capitalize terms used to identify people of color or of historically marginalized origins (e.g., *Black*, *Indigenous*). As a rule, do not capitalize terms used to identify people outside these groups (e.g., *white*). Do not capitalize *of color* constructions (e.g., *people of color*, *women of color*). Exceptions are allowed if the author insists or if the text would be, in the editor’s view and with the author’s concurrence, well served by alternative treatment. The list that follows is intended to be illustrative not comprehensive. See CMS 8.39.

Aborigine, Aboriginal

BIPOC [Black, Indigenous, and People of Color]

Black, Blackness, anti-Black, anti-Blackness

Brown

First Nations

Indigenous, Indigeneity

Native

white, whiteness

A distinction may be made between this usage (which is usually capitalized) and the use of these terms in other senses, such as, generally, “originating in a particular place” (which would not be capitalized).

Indigenous peoples (referring to more than one group); the Indigenous peoples of the Caribbean; Indigenous cultures; Indigenous people; an Indigenous person (but peoples and cultures that are indigenous to the Americas)

INITIALS. SEE ABBREVIATIONS

KEYWORDS. SEE ALSO ABSTRACTS

Articles that include an abstract should also include three to five keywords or key phrases. Keywords should be lowercase (except for names or titles that would otherwise be capitalized) and separated by commas. Full names should be used for people included as keywords

Keywords negative affect, self-portrait, Del LaGrace Volcano, intersex, Polaroid photography

NOTES. SEE ALSO THE SECTION ON DOCUMENTATION BELOW.

Callouts for footnotes or endnotes are not permitted in article titles, in heads, at the ends of epigraphs, or in figure captions.

Wherever possible, place note callouts at the end of a sentence, or at least at the end of a clause.

Each table has its own set of notes numbered separately from the article’s list of notes. See the journal’s style sheet for guidance on the format used for callouts (e.g., lowercase letters, numerals, or symbols). See also CMS 3.80.

NUMBERS. SEE ALSO DATES AND TIMES

Cardinal and ordinal whole numbers from one to ninety-nine (and such numbers followed by *hundred, thousand, million, billion*, etc.), most numbers at the beginning of a sentence, and common fractions are spelled out. Common fractions are hyphenated as well. See CMS, chap. 9.

no fewer than six of the eight victims

One hundred eighty-seven people were put to death there during the twenty-third century BC.
 attendance was about ninety thousand
 at least two-thirds of the electorate
 there were two million ballots cast
 the population will top between 27.5 and 28 billion

Years as digits may start a sentence, although it may be better to reword.

1937 was marked, among other things, by the publication of the eleventh edition of Bartlett's *Familiar Quotations*.

or, better,

The year 1937 . . .

Numbers applicable to the same category, however, are treated alike in the same context.

no fewer than 6 of the 113 victims

Almost twice as many people voted Republican in the 115th precinct as in the 23rd.

Numbers that express decimal quantities, dollar amounts, and percentages are written as figures.

an average of 2.6 years

now estimated at 1.1 billion inhabitants

more than \$56, or 8 percent of the petty cash

a decline of \$0.30 per share

Inclusive page numbers are given as follows (per CMS 9.63):

1–2, 3–11, 74–75, 100–103, 104–9, 112–15, 414–532, 505–16, 600–612, 1499–1501

Roman numerals are used in the pagination of preliminary matter in books, in family names and the names of monarchs and other leaders in a succession, in the names of world wars, in legal instruments, and in the titles of certain sequels.

On page iii Bentsen sets out his agenda.

Neither John D. Rockefeller IV, Elizabeth II, nor John Paul II was born before World War I.

Yet Title XII was meant to rectify not only inequities but iniquities.

Most critics consider *The Godfather, Part II* a better movie than *Jaws 2*. [Follow the usage in the original work, per CMS 9.45.]

Arabic numerals are used for the parts of books.

In part 2, chapter 2, of volume 11 of the *Collected Works*, our assumptions are overturned.

POSSESSIVES

The possessive of nouns ending with the letter *s* are formed by adding an apostrophe and an *s* (CMS 7.17).

Burns's poetry

Camus's novels

Descartes's philosophy

Euripides's plays

Jesus's name

PUNCTUATION

En and Em Dashes

See CMS 6.79–100. Use real en and em dashes to indicate en and em dashes in the manuscript.

115–36

post–Civil War era

The United States' hegemony—that is, its domination of other nations—is increasing.

Ali–Frazier bouts

Watson–Crick model

Russia–Finland border

Ellipses. See also CAPITALIZATION (Quotations)

Three dots indicate an ellipsis within a sentence or fragment; a period plus three dots indicates an ellipsis between grammatically complete sentences, even when the end of the first sentence in the original source has been omitted. In general, ellipses are not used at the start of a quotation (whether it begins with a grammatically complete sentence or not) or at the end of a quotation (if it ends with a grammatically complete sentence), unless the ellipses serve a definite purpose. See CMS 12.59–69 for more detailed guidelines on the use of ellipses.

Hyphens. See SPELLING AND HYPHENATION

QUOTATIONS. SEE EXTRACTS

SPELLING AND HYPHENATION

Follow the online *Merriam-Webster's Collegiate Dictionary* (<https://www.merriam-webster.com>) and *Webster's Third New International Dictionary* for spelling. If more than one spelling is

provided in the dictionary, follow the first form given (e.g., *judgment*, not *judgement*; *focused*, not *focussed*).

For further guidance regarding the hyphenation of compound words, see CMS 7.96.

Common foreign terms are set in roman type. (Common foreign terms are defined as those with main entries and not classified as “foreign term” in *Webster’s*.) Non-English words and phrases that would be familiar to a particular author, narrator, or speaker do not necessarily require italics even if they might be unfamiliar to readers.

Prefixes are hyphenated before numerals and proper nouns. Otherwise, prefixes are generally not hyphenated before words; refer to *Webster’s* for guidance. Temporary compound adjectives are hyphenated before the noun to avoid ambiguity but are left open after the noun. Non-English phrases used as modifiers are open in any position, unless hyphenated in the original.

Put neologisms within quotation marks at first use.

When a word or phrase is not used functionally but is referred to as the word or phrase itself, it is italicized. This should be limited to metatextual or linguistic discussions of the terms (as in the first two examples) and should not be used for discussions of the underlying concepts (as in the third example). See CMS 7.66.

The word *hermeneutics* is the most overused term in recent monographs.

The term *lyricism* was misused in Smith’s book review.

In the twentieth century, socialism acquired many meanings.

TABLES. SEE FIGURES AND TABLES AND NOTES

TRANSLATIONS. SEE THE JKS STYLE SHEET.

URLs. SEE ALSO THE SECTION ON DOCUMENTATION BELOW.

Use complete URLs when they appear in articles (notes, references, and main text). Include the protocol (*https://* or *http://*) and trailing slash (if it is part of the URL). DOIs appearing in notes and reference lists are presented as complete URLs (see the first example below for format). See CMS 13.9 for advice on shortening excessively long URLs.

<https://doi.org/10.1215/00982601-9467191>

<https://www.nytimes.com/interactive/2021/us/covid-cases.html>

<https://georgianpapers.com/research-funding/transcription/>

Documentation

This journal uses **short-form note citations** with a corresponding reference list of works cited at the end of the article.

Notes may also include material that cannot be conveniently presented in the text, such as discursive adjuncts and additional sources of information. Any material necessary for understanding the argument set forth in the article should appear in the text.

The notations f. (ff.), op. cit., and loc. cit. are not used, nor are eadem, idem, infra, passim, and supra. Commonly used abbreviations include cf., ed. (eds.), e.g., esp., et al., etc., fig. (figs.), fol. (fols.), i.e., n. (nn.), p. (pp.), pt. (pts.), ser., trans., vol. (vols.). Latin abbreviations are not italicized. Note that in et al., et is a whole word (meaning “and”) and therefore is not followed by a period. In references to poetry, where the abbreviation “l.” or “ll.” might be mistaken for a numeral, the word “line” or “lines” is spelled out.

The reference list at the end of the article contains only works cited. References are arranged alphabetically by author, with multiple works by the same author arranged alphabetically by title. For multiple references by the same author, the author’s name is repeated; 3-em dashes are not used. In titles of works, serial commas are added, ampersands are spelled out, and numbers are spelled out. URLs, including for DOIs, use “https://” to ensure that links work online (CMS 13.6). For additional guidelines concerning the treatment of titles, see CAPITALIZATION in the Duke University Press Journals Style Guide.

For citations of non-English works, including romanization guidelines, see the *JKS* style sheet. Also see the sample reference list and corresponding note citations at the end of this document for a demonstration of *JKS*’s documentation guidelines.

Note Citations

Short-form citations appear in notes, and a reference list at the end of the article contains the complete bibliographic information of the works cited. Every note citation of a work, including the first citation, contains the author’s surname, a shortened title (without initial article *a*, *and*, or *the*), and, if needed, a page number. Ibid. is permitted for consecutive citations of a given work (contra CMS and DUP). For works that are cited frequently, an abbreviation for the title may be introduced at the first mention and used thereafter, with page number, in the running text.

Note: Following the new guidance in *The Chicago Manual of Style*, 18th ed., places of publication are not included (list only the publisher) and page ranges aren’t included for book chapters.

Sample Note Citations with Corresponding References

BOOK

1. Langford, *Faulkner's Revision of "Absalom, Absalom!"*, 174; Midge, *What Were They Thinking?*, 63; Smith, *All Tongue-Tied*, 132.

Langford, Gerald. *Faulkner's Revision of "Absalom, Absalom!"*: A Collation of the Manuscript and the Published Book. University of Texas Press, 1971. [A book title within a book title is quoted and italicized (CMS 13.96). A main title ending in an exclamation point or a question mark is followed by a colon only if the question mark or exclamation point appears within quotation marks (CMS 13.98).]

Smith, John. *All Tongue-Tied and Nowhere to Go; or, How to Save Face When They Put You on the Spot*. Slippery Slopes, 2011. [Treatment of double titles, contra the preferred form in CMS 8.169]

E-BOOK

2. Begler, *Updike*, chap. 9; Doubtfire, *Yeah, Right*, "Put-Ons and Put-Downs." [Chapter numbers or section headings are used; page and location numbers are not (CMS 14.59).]

Begley, Adam. *Updike*. Harper, 2014. Kindle. [CMS 14.58]

Doubtfire, Brenda. *Yeah, Right: Skepticism in the Fake News Era*. Says Who, 2016. iBooks.

CHAPTER

3. Dollimore, "Transgression and Surveillance," 72; Weinstein, "Art of Dying Well," 89.

Dollimore, Jonathan. "Transgression and Surveillance in *Measure for Measure*." In *Political Shakespeare: New Essays in Cultural Materialism*, edited by Jonathan Dollimore and Alan Sinfield. Cornell University Press, 1985.

Weinstein, Donald. "The Art of Dying Well and Popular Piety in the Preaching and Thought of Girolamo Savonarola." In Tetel et al., *Life and Death in Fifteenth-Century Florence*. [A shortened form is used for chapters from collections that are also included in the reference list.]

PREFATORY MATTER

4. Brown, preface, vii.

Brown, Marshall. Preface to *The Uses of Literary History*, edited by Marshall Brown. Duke University Press, 1995.

EDITED WORK

5. Navarre, *L'heptaméron*, 475; Tetel et al., *Life and Death*, 115.

Navarre, Marguerite de. *L'heptaméron*. Edited by Michel François. Garnier, 1967.
Tetel, Marcel, Ronald G. Witt, and Rona Goffen, eds. *Life and Death in Fifteenth-Century Florence*. Duke University Press, 1989.

REPRINT

6. Williams, *Art of Porcelain*, 13. [Initial articles (*The*, *A*, *An*) are omitted from titles in notes.]

Williams, Theodore. *The Art of Porcelain During the Late Ming Dynasty*. 1905; repr., Grove, 1974. [The date of first publication is followed by the facts of publication for the reprint edition (CMS 14.16).]

TRANSLATION

6. Valéry, *Art of Poetry*, 45 (hereafter cited as *AP*). [Abbreviation introduced for a frequently cited work (CMS 13.63)]

Valéry, Paul. *The Art of Poetry*. Translated by Denise Folliot. Pantheon, 1958.

FOREIGN-LANGUAGE WORK

7. Ayzland, *From Our Springtime*, 166; Dachuan, *Jiujiu jiu yici*, 23.

Ayzland, Reuven. *From Our Springtime* (in Yiddish). Inzl, 1954.

Dachuan, Sun. *Jiujiu jiu yici* (*One Last Cup of Wine*). Zhang Laoshi Chubanshe, 1991. [This form is recommended for works in languages relatively unfamiliar to the journal's expected readership. The translated title uses italics and headline capitalization (contra CMS 11.8)—in other words, it is treated as if it named a published translation even if it does not.]

MULTIVOLUME WORK

8. Hooker, *Of the Laws*, 1:99; Foucault, *Introduction*, 102.

Foucault, Michel. *An Introduction*. Vol. 1 of *The History of Sexuality*. Translated by Robert Hurley. 3 vols. Penguin, 1990.

Hooker, Joseph. *Of the Laws of Ecclesiastical Polity*. Edited by Georges Edelen, W. Speed Hill, P. G. Stanwood, and John E. Booty. 4 vols. Belknap Press of Harvard University Press, 1977–82. [If there are six editors or fewer, all are listed by name; if more than six, the first is listed by name, followed by "et al." (CMS 13.78).]

MULTIAUTHOR WORK

[If there are two authors, both are listed in the note and the reference list.]

9. Hardt and Negri, *Empire*.

Hardt, Michael, and Antonio Negri. *Empire*. Harvard University Press, 2001.

[If there are three to six authors, all are listed in the reference list, but the note includes only the first followed by "et al." (CMS 13.78).]

9. Dewey et al., *Principles of Commerce*, 15 (hereafter cited as *PC*).

Dewey, Alfred, John Cheatham, and Elias Howe. *Principles of Commerce During the Early Industrial Revolution*. Steamer, 2003.

[If there are seven or more authors, only the first is listed in both the reference list and the note (CMS 13.78).]

10. Moss et al., "Prophylactic Implantation."

Moss, A. J., et al. "Prophylactic Implantation of a Defibrillator in Patients with Myocardial Infarction and Reduced Ejection Fraction." *New England Journal of Medicine* 346, no. 12: 877–83.

ANONYMOUS WORK. SEE ALSO UNSIGNED ARTICLE

11. *True and Sincere Declaration*, 1. [A shortened title is used in place of the author; "Anonymous" or "Anon." is not used (CMS 13.81).]

A True and Sincere Declaration of the Purpose and Ends of the Plantation Begun in Virginia, of the Degrees Which It Hath Received, and Means by Which It Hath Been Advanced. London, 1610. [The title appears in place of the author; "Anonymous" or "Anon." is not used. For purposes of alphabetization an initial article is ignored (CMS 13.81). For books published before 1900, the city of publication is often of greater interest than the publisher and can be listed instead (CMS 14.31).]

UNDATED WORK

12. Sales, *Victory at Sea*, 23; Kloman, "Introduction."

Kloman, Harry. "Introduction." *The Gore Vidal Index*.
<https://www.pitt.edu/~kloman/vidalframe.html> (accessed July 27, 2003). [Access dates

are of limited value to readers (see CMS 13.15) but may be used for sources that may change without notice. "Last modified" dates, if available, may be used (CMS 13.16).]

Sales, Robert. *Victory at Sea: Being a True Account of the Recent Destruction of an Infamous Foreign Fleet*. Dublin, n.d. [Note that the "n" in "n.d." is not capitalized (CMS 14.44).]

REFERENCE WORK

13. *Oxford English Dictionary*, 3rd ed., "self," A.1.a; *Encyclopaedia Britannica Online*, Academic ed., "Arturo Toscanini," <https://academic.eb.com/EBchecked/topic/600338/Arturo-Toscanini>. [Reference works do not appear in the reference list (CMS 14.130–32).]

JOURNAL ARTICLE, PRINT

14. Meban, "Temple Building," 153; Wood, "Capitalism and Human Emancipation," 20.

Meban, David. "Temple Building, *Primus* Language, and the Proem to Virgil's Third *Georgic*." *Classical Philology* 103, no. 2 (2008): 150–74. [Journal published in volumes; the month or season is not required. As a courtesy to readers who consult articles online, issue numbers should be given if available.]

Wood, Ellen Meiksins. "Capitalism and Human Emancipation." *New Left Review*, no. 167 (1988): 1–20. [Journal published only in issues.]

JOURNAL ARTICLE, ONLINE

15. Esposito, "Stage Five Book Publishing"; Jovanovic and Rousseau, "Specific Capital and Technological Variety," 135.

Esposito, Joseph J. "Stage Five Book Publishing." *Journal of Electronic Publishing* 13, no. 2 (2010). <https://quod.lib.umich.edu/cgi/t/text/text-idx?c=jep;view=text;rgn=main;idno=3336451.0013.204>.

Jovanovic, Boyan, and Peter L. Rousseau. "Specific Capital and Technological Variety." *Journal of Human Capital* 2, no. 2 (2008): 129–52. <https://doi.org/10.1086/590066>. [If the author has provided a DOI rather than a URL, use the DOI in URL form, as indicated here. See CMS 13.7.]

[CMS 13.6: "Book and journal publishers may retain URLs in citations of sources that would be difficult to locate without one but URLs are not required in citations of journal articles, books, and other formally published sources that would be easy to find online from a title and other basic details alone."]

REVIEW

16. Jameson, "Historian as Body-Snatcher."

Jameson, Fredric. "The Historian as Body-Snatcher." Review of *Learning to Curse: Essays in Early Modern Culture*, by Stephen J. Greenblatt. *Times Literary Supplement*, January 18, 1991, 7. [Page numbers are not needed in citations of or references to newspapers (CMS 14.189) but may be included in citations of or references to supplements and other special sections, which are treated as magazines (CMS 14.95).]

SPECIAL ISSUE, AND ARTICLE IN SPECIAL ISSUE

17. Ferguson and Brown, "Feminism in Time"; Mandell, "First Women (Psycho)analysts," 74.

Ferguson, Margaret, and Marshall Brown, eds. "Feminism in Time." Special issue, *MLQ* 65, no. 1 (2004).

Mandell, Laura. "The First Women (Psycho)analysts; or, The Friends of Feminist History." In "Feminism in Time," edited by Margaret Ferguson and Marshall Brown. Special issue, *MLQ* 65, no. 1 (2004): 69–92. [CMS 14.77]

MAGAZINE ARTICLE

18. Franzen, "Listener," 84.

Franzen, Jonathan. "The Listener." *New Yorker*, October 6, 2003, 84–99.

NEWSPAPER ARTICLE, PRINT

19. DeParle, "Whither on Welfare."

DeParle, Jason. "Whither on Welfare: Even Though They Please Moynihan, Clinton's Actions Are Far from Bold." *New York Times*, February 3, 1993. [No page number is required (CMS 14.89).]

NEWSPAPER ARTICLE, ONLINE

20. Associated Press, "Jackson Arrested at Yale"; Sin, "Han'guk Pulchadül chigye to kyönggak to anhandä."

Associated Press. "Jackson Arrested at Yale after Protest Backing Strike." *Washington Post*, September 2, 2003. <https://www.washingtonpost.com/wp-dyn/articles/A12012-2003Sep1.html>.

Sin Söngmin. "Han'guk Pulchadül chigye to kyönggak to anhand" [Korean Buddhists do not keep the precepts and do not study sutras]. *Hyöndaee Pulgyo*, September 29, 2014. <https://www.hyunbulnews.com/news/articleView.html?idxno=293569>.

UNSIGNED ARTICLE

21. *Cinéma*, "Loin du Vietnam." [The newspaper or magazine title appears in place of the author in a note citation (contra CMS 14.97). No page number is needed for a newspaper citation (CMS 14.89).]

Cinéma. "Loin du Vietnam." January 1968.

DISSERTATION

22. Jones, "'Taste for Fashion and Frivolity,'" 26.

Jones, Jennifer M. "'The Taste for Fashion and Frivolity': Gender, Clothing, and the Commercial Culture of the Old Regime." PhD diss., Princeton University, 1991.

PAPER OR PRESENTATION

23. Poovey, "Between Political Arithmetic and Political Economy."

Poovey, Mary. "Between Political Arithmetic and Political Economy." Paper presented at the conference "Regimes of Description," Stanford University, Stanford, CA, January 12, 1996. [The exact date, if known, is desirable (CMS 14.115).]

PERSONAL COMMUNICATION OR INTERVIEW

Noah Fence (pers. comm., April 1, 2014) speculated on the pitfalls of having a play on words for a name. [References to such communications as emails or private messages shared on social media often can be run in to the text, without need of note or reference (CMS 14.111).]

24. Jacques Petits Fours (provost, Upper Midwestern University), interview by author, Ames, IA, February 20, 1995. [Interviews or other personal communications in which more information than the date is pertinent may appear in a note (CMS 14.111).]

REPORTS AND THE LIKE

[Reports and other freestanding publications can usually be treated as books (CMS 14.117).]

25. Starbucks, *Starbucks Fiscal 2021 Annual Report*.

Starbucks. *Starbucks Fiscal 2021 Annual Report*. 2022.
<https://investor.starbucks.com/financial-data/annual-reports/>.

CITATION FOLLOWING QUOTATION

25. As Sylvia Molloy observes, “The previous letter, marked by *subservience*, waived Manzano’s rights to the text by ‘giving’ it to del Monte; the second letter, marked instead by *resistance*, has Manzano keep the text for himself” (*At Face Value*, 43; emphasis added). [The parenthetical citation may omit any information provided in the note text. Emphasis in quoted material is assumed to match the original source unless otherwise stated; omit notes such as “original emphasis.”]

Molloy, Sylvia. *At Face Value: Autobiographical Writing in Spanish America*. Cambridge University Press, 1991.

NOTE

26. Javitch, “Reconsidering the Last Part of *Orlando Furioso*,” 385n; Adams, “Christine de Pizan,” 5n10, 8nn20–21. [With unnumbered notes, the abbreviation n or nn follows the page number without an intervening space. With numbered notes, the note number or numbers follow the abbreviation without intervening period or space (CMS 14.56).]

Adams, Tracy. “Christine de Pizan, Isabeau of Bavaria, and Female Regency.” *French Historical Studies* 32, no. 1 (2009): 1–32.

Javitch, David. “Reconsidering the Last Part of *Orlando Furioso*: Romance to the Bitter End.” *MLQ* 71, no. 4 (2010): 385–405.

SOCIAL MEDIA CONTENT

[Citations of social media content may contain such elements as the author of the post; the title, or the text, of the post; the type of post (e.g., the service and/or a brief description); the date; and a URL. Contra CMS 14.106, such citations have corresponding references.]

- 27. O’Brien, “In honor of Earth Day, I’m recycling my tweets.”
- 28. Souza, “President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit.”
- 29. *The Chicago Manual of Style*, “Is the world ready for singular they? We thought so back in 1993.”

The Chicago Manual of Style. “Is the world ready for singular they? We thought so back in 1993.” Facebook, April 17, 2015.
<https://www.facebook.com/ChicagoManual/posts/10152906193679151>.

- O'Brien, Conan (@ConanOBrien). "In honor of Earth Day, I'm recycling my tweets." Twitter, April 22, 2015. <https://twitter.com/ConanOBrien/status/590940792967016448>. [CMS 14.106: "Note that Twitter content posted before the company's 2023 rebranding as X need not be updated to refer to the new name (though that information may be added parenthetically)."]
- Souza, Pete (@petesouza). "President Obama bids farewell to President Xi of China at the conclusion of the Nuclear Security Summit." Instagram photo, April 1, 2016. <https://www.instagram.com/p/BDrmfXTtNCt>.

WEBSITES (OTHER THAN ONLINE PUBLICATIONS)

[Include as much of the following information as possible: author of the content, title of the page (if there is one), title or owner of the site, URL, and date of publication or last modified date. The titles of websites and blogs generally use title case. Titles of publication-like websites should be italic (CMS 14.103). Online sources that resemble periodicals or formally published works (e.g., reports, white papers, etc.) should be included in the reference list and follow the format for those types of materials and have note citations. Brief mention of a website in general may appear in running text or notes only.]

30. Gaspar and Williams, "Force of Things."

31. Poetry Foundation, "Robert Frost."

Gaspar, Maria, and James Gordon Williams. "Force of Things: In Conversation with Artist Maria Gaspar and Live Performance by James Gordon Williams." *El Museo del Barrio*, June 21, 2023. <https://www.elmuseo.org/event/in-conversation-with-artist-maria-gaspar/>.

Poetry Foundation. "Robert Frost." <https://www.poetryfoundation.org/poets/robert-frost>. [Access dates are not required for sources that are not likely to change without notice (see CMS 13.15).]

WORKS WHOSE AUTHORS HAVE CHANGED NAMES

CMS 13.84: "In rare cases, whether to cite an alternative form of a name will require editorial discretion—for example, when citing a work by an author who no longer wants to be known by an earlier name (as in the case of a deadname). In such cases, it may be best to cite under the current form of the name only, regardless of how the work was originally published."

Sometimes a cited author's affirmed name differs from the name on the work cited. In these cases, use the author's affirmed name when discussing their published work in the text of an article or book. We also recommend using the affirmed name in citations:

Text/note discussion As {Affirmed name} wrote, "Quote from cited author."

Bibliographical citation {Affirmed name: Last, First}. *Title: Subtitle*. Duke University Press, 1995.

However, if it is known that a cited author would like citations to their work to use the name on the publication, use the published name in the citation instead:

Text/note discussion As {Affirmed name} wrote, "Quote from cited author."

Bibliographical citation {Name on publication: Last, First}. *Title: Subtitle*. Duke University Press, 1995.

In cases where the author deems it appropriate to include both names in a reference list item, we recommend listing the affirmed name first, followed in brackets by the name under which the work was originally published:

{Affirmed name: Last, First} [Name on publication]. *Title: Subtitle*. Duke University Press, 1995.

Sample JKS Reference List and Corresponding Note Citations

The sample reference list and corresponding note citations below demonstrate this style guide's recommended alphabetization, romanization, and abbreviation of author names.

References

- Copp, Paul. *The Body Incantatory: Spells and the Ritual Imagination in Medieval Chinese Buddhism*. Columbia University Press, 2014.
- Ikeuchi Hiroshi 池内宏. *Man-Sen shi kenkyu* [滿鮮史研究] [A study of the history of Manchuria and Korea]. 2 vols. Zaho kankokai, 1937–43.
- Kim Chihwan. "Taejabo ūi puhwal" [Taejabo's revival]. *Kyŏnghyang sinmun*, April 17, 2010. http://news.khan.co.kr/kh_news/khan_art_view.html?artid=201004170019255&code=940401.
- Kim, Eun-Jeong. "North Korea's Response to US Army Propaganda Leaflets During the Korean War." *War and Society* 35, no. 4 (2016): 298–314.
- Kim Hyojŏng. "Taebuk chŏndan: Nambuk i 60-yŏn nŏmge chugo padŭn ppira salp'o ūi yŏksa" [Propaganda leaflets to North Korea: The history of propaganda leaflet distribution between South and North Korea for over sixty years]. *BBC News Korea*, June 23, 2020.
- Kim Hyŏnsik, and Hwang Pyŏngju. *Ppira ro tŭnnŭn haebang chik'u ūi moksori* [Listening to voices after liberation through propaganda leaflets]. Somyŏng Ch'ulp'an, 2011.
- Kim Yŏnghŭi. "Han'guk Chŏnjaeng kigan ppira ūi sŏltŭk k'ŏmyunik'eisyŏn" [Persuasive communication of propaganda leaflets during the Korean War]. *Han'guk ŏllon hakpo* 52, no. 1 (2008): 306–33.
- Kim, Youn-mi. "From Esoteric to Pure Land and Huayan Buddhism: *Uṣṇīṣavijayā Dhāraṇī* Mandala in Liao Buddhism." *Misulsahak yŏn'gu* 307 (2020): 153–84.
- Lee, Sungjoo [Yi Sŏngju]. "Formation of the Silla and Gaya Ceramic Styles." *Journal of Korean Art and Archaeology* 6 (2012): 90–101.
- Yi Sŏngju [Lee, Sungjoo]. *Ch'ŏngdonggi · ch'ŏlgi sidae sahoe pyŏndongron* [Social transformation from the Bronze to Iron Ages]. Hagyŏn Munhwasa, 2007.

Notes

1. E. Kim, "North Korea's Response to US Army Propaganda Leaflets During the Korean War," 299. [Contra CMS, the initial for the given name Eun-Jeong is E., not E.-J.]
2. Kim Hyojŏng, "Taebuk chŏndan." [Full author name is required because there are two authors with same surname and same given name initial; Kim Hyojŏng and Kim Hyŏnsik.]
3. Copp, *Body Incantatory*, 12; Ikeuchi, *Man-Sen shi kenkyu*.
4. Kim C., "Taejabo ūi puhwal." [Given name initial (C.) is required because there are multiple authors in the reference list with the surname Kim. Also note that this is Kim C., not C. Kim, because the source is not in English, and also because the name is formatted without a comma in the reference list.]

5. Kim Yŏnghŭi, "Han'guk Chŏnjaeng kigan ppira ŭi sŏltŭk k'ŏmyunik'eisyŏn," 307.
6. Kim Hyŏnsik and Hwang, *Ppira ro tŭnnŭn haebang chik'u ŭi moksori*, 34.
7. Youn-mi Kim, "From Esoteric to Pure Land and Huayan Buddhism," 154.
8. Lee, "Formation of the Silla and Gaya Ceramic Styles," 93. [Alternate author name spelling (Yi) is not required in notes.]
9. Yi, *Ch'ŏngdonggi*. [Alternate author name spelling (Lee) is not required in notes.]