

Themes in Biblical Narrative Series *Style instructions*

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In order to publish the conference proceedings as soon as possible, we kindly request you to follow these instructions, especially the ‘author-date style’ instruction for references in § 2.

1. Procedure

- Because of the kaleidoscopic character of the congress volume and the broad audience the series aims on, we urge you to keep your article **within 9000 words including references** (= approx. 20-25 pages in the book).
- Please deliver a digital version of your article to the appropriate editor (see § 8).
- If using non-roman fonts (Greek, Hebrew) send a print-out as well. Indicate which *non-roman* True Type Fonts you’ve used (Hebraica, FrankRuel, Sgreek, etc.) and supply the fonts separately by e-mail or on a diskette. When saving the file in MSWord, do **not** check the option *Include True Type fonts*.
- Each contributor is responsible for the correction of the English.

2. References to literature

Do not put references to literature in footnotes, but instead use the convenient ‘author-date style’ from the *Chicago Manual of Style*: - Put an abbreviated reference in the **main text [MT]**

- and a full reference in the bibliography **[B]** at the end of the article, for example:

Book by one author

[MT] (Kofsky 2000) ← note that this appears in the main text itself, not in a footnote at the bottom.

[B] Kofsky, A., *Eusebius of Caesarea against Paganism*, Leiden 2000

Please mind:

- List the **full reference** to a book or journal at the end of your article in the bibliography **[B]**, putting the initials after the surname. If desired, distinguish between primary (e.g. text editions) and secondary literature.
- When quoting an **article** in a book or journal, list the page numbers of the **entire** article in the bibliography **[B]**
- **Specific pages** in a book or in an article or journal should be referred to in the main text **[MT]**
- Do not use the abbreviation pp. for pages, for instance: (Kofsky 2000, 129-132, esp. 130)
- Avoid footnotes as much as possible; what is important should be mentioned in the main text.

Two authors (as editors of a book)

[MT] (Poorthuis and Safrai 1996, 13-15) ← 13-15 refers to *specific pages in the book*

[B] Poorthuis, M. and Ch. Safrai (eds), *The Centrality of Jerusalem; Historical Perspectives*, Kampen 1996

Article in a book

[MT] (Schwartz 1996, 48) ← 48 refers to the *specific page in the article*

[B] Schwartz, J., ‘Birah and Baris in Archaeology and Literature’, in: M. Poorthuis & Ch. Safrai (eds), *The Centrality of Jerusalem; Historical Perspectives*, 29-49, Kampen 1996 ← 29-49 refers to the *entire article in the book*.

Article in a journal

[MT] (Schiffman 1994, 120) ← 120 refers to the *specific page in the article*

[B] Schiffman, L.H., 1994, ‘The Theology of the Temple Scroll’, *JQR* 85: 115-130 ← 115-130 refers to the *entire article in the journal*.

Editor, translator, compiler (for Bible, Apocrypha, Rabbinic literature)

[MT] (Teugels 2001, 91-92)

[B] Teugels, L.M., trans. 2001, *Haggadat Bereshit*, Leiden

or:

[MT] (GenR 14:3, 820) ← 820 refers to the *specific page in ed. Teodor-Albeck*

[B] *Bereshit Rabba*, Teodor-Albeck (ed.), Jerusalem, 1965

Papers which are not in accordance with the author-date style will be sent back to the authors for correction. To save time, please follow these instructions consistently and check with the editors in case you have any questions.

3. Layout instruction

- **General rule: Please keep your layout simple and use standard options.** Nearly all special layout in the computer text file will be removed afterwards by the editor to make a consistent layout for all the articles. If you have preferences concerning the layout, please indicate this clearly on the separate hard copy.
Especially:
 - do not add tabs or blank spaces in the footnote text.
 - do not use blank spaces to move text (use tabs instead).
- Use single quotations marks ‘...’ ; A quotation within a quotation is set between double marks “...”
- Please distinct between a hyphen (-) and a dash (–). If you want to single out a part of a sentence: use dashes, pressing the minus sign on the keypad with the Num Lock on.
- When indicating in a citation that text has been left out, use three dots between brackets: text (...) text
- When using complex tables or schedules with Hebrew text in it, please add the table separately (in print) and indicate on the hardcopy where to insert it.
- Users of versions previous to Windows XP - If using a left-to-right text editor: to avoid wraps in the Hebrew word order, put the sentence between two codes by typing <Control + Shift + Space>
These codes are to be inserted in the roman text section, not in the Hebrew text itself.

4. Spelling

- Biblical names are written according to the use of the Jewish Publication Society.
- Names of Rabbis are anglicized according to the Encyclopaedia Judaica
- Vocalized Hebrew (for Biblical text) and unvocalized Hebrew are both acceptable.
- Hebrew words that are used frequently in English may be rendered in a simplified spelling; e.g. Mishnah (mishnayot), Tosefta, Midrash etc.
- Superscript is not to be used for *ordinalia*: fourth or 4th is preferable over 4th. (Turn off the AutoCorrection option in MSWord)

5. Transcription

- Use the list of simple transcription from the *Encyclopaedia Judaica*: see the attached copy or download the transliteration rules as PDF-file from the JCP web site: www.biu.ac.il/js/rennert/jcp (menu: style)
The **ḥ** (for chet) and **ṣ** (for tzadé) can be indicated manually on the hardcopy.

6. Abbreviations (for a list of specific abbreviations, see www.biu.ac.il/js/rennert/jcp (menu: style))

- Biblical passages are quoted as follows: Gen 1:2-6, Exod 2:4,6,9, Num 2:4-3:5 (not: Exod. 2, 4.6.9)
- Names of Biblical books and Talmud tractates are abbreviated according to G. Stemmerger's *Introduction the Talmud and Midrash*, Edinburgh 1991 or 1996²: >>see the attached copy. For references to the Mishnah or the Tosefta, the abbreviated names of the tractates immediately follow the designation of the work, for example 'Mber' for 'Mishnah Berakhot'; or 'TSheb' for 'Tosefta Shebiit' For references to Talmud, the abbreviated name of the tractate is separated from the designation of the work by a space, e.g. 'PT Shab' for 'Palestinian Talmud tractate Shabbat'. For the BT, only the tractate and the folio number are given. The PT is cited by tractate, halakhah, folio number and column.
- Qumran texts should be referred to by full name **and number**.
- Additional abbreviations you have used are to be added on a separate list.

7. Illustrations

- Although appearing sharp on a computer screen, images taken from the internet or images inside a MSWord document are not usable, because of their low resolution.
- If using illustrations, please send original photos, slides or high resolution scans; minimal resolution: 300 DPI; preferable is 600 DPI.
- Along with the image please supply:
 - the title of text to be quoted with the illustration
 - the source: book, manuscript, church, museum
 - the copyright holder of the *picture itself*: mostly a library, photographer, or the publisher of the book that contains the picture.

The publisher will return your material afterwards.

8. Contact addresses

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Additional addresses of board members, suggestions for themes, and other information can be obtained at the *Themes in Biblical Narrative* homepage: www.xs4all.nl/~fvds/tbn

TRANSLITERATION RULES

HEBREW AND SEMITIC LANGUAGES:

General

א	not transliterated ¹	־	
ב	b	ֿ	
בּ	v	ֿֿ	a
ג	g	ֿֿֿ	
גּ	d	ֿֿֿֿ	e
ד	h	ֿֿֿֿֿ	only <i>sheva na</i> is transliterated
דּ	v—when not a vowel	ֿֿֿֿֿֿ	
ז	z	ֿֿֿֿֿֿֿ	
ח	h	ֿֿֿֿֿֿֿֿ	i
ט	t	ֿֿֿֿֿֿֿֿֿ	
י	y—when vowel and at end of words—i	ֿֿֿֿֿֿֿֿֿֿ	o
כ	k	ֿֿֿֿֿֿֿֿֿֿֿ	u
כּ, כַּ	kh	ֿֿֿֿֿֿֿֿֿֿֿֿ	ei; biblical e
ל	l	ֿֿֿֿֿֿֿֿֿֿֿֿֿ	
מ, מּ	m	ֿֿֿֿֿֿֿֿֿֿֿֿֿֿ	
נ, נּ	n	ֿֿֿֿֿֿֿֿֿֿֿֿֿֿֿ	
ס	s	ֿֿֿֿֿֿֿֿֿֿֿֿֿֿֿֿ	
ע	not transliterated ¹		
פ	p		
פּ, פַּ	f		
צ, צּ	z		
ק	k		
ר	r		
שׁ	sh ²		
שׂ	s		
ת	t		
תּ			
ג׳	dzh, J		
ד׳	zh, J		
צ׳	ch		

1. The letters א and ע are not transliterated.
An apostrophe (') between vowels indicates that they do not form a diphthong and are to be pronounced separately.
2. *Dagesh hazak* (forte) is indicated by doubling of the letter, except for the letter שׁ.
3. Names. Biblical names and biblical place names are rendered according to the Bible translation of the Jewish Publication Society of America. Post-biblical Hebrew names are transliterated; contemporary names are transliterated or rendered as used by the person. Place names are transliterated or rendered by the accepted spelling. Names and some words with an accepted English form are usually not transliterated.

8. Abbreviations: General

8.1. The following abbreviations may be used, always preceded by "the," and with no punctuation.

HB	Hebrew Bible	OT	Old Testament
MT	Masoretic Text	QL	Qumran Literature
NT	New Testament	LXX	Septuagint
(O)G	(Old) Greek	VL	Vetus Latina
OL	Old Latin	Vg	Vulgate

8.2. The following may also be used, always followed by a period:

chap(s).	chapter(s)	n(n).	note(s)
col(s).	column(s)	* p(p).	page(s)
ep(s).	epistle(s)	pl(s).	plate(s)
frg(s).	fragment(s)	v(v).	verse(s)

* "p(p)." should be used only when necessary.

8.3. With the following (which should be marked for small caps; see 2.5.), periods are not to be used: BCE, BC, CE, AD, MS(s).

8.4. Other usual abbreviations may be used (see the lists in *Chicago Manual of Style*, 14.32-35). However, instead of *op. cit.*, *loc. cit.*, and *art. cit.*, a shortened title (but not an acronym!) is to be used, once the full bibliographical information has been given. Also, the use of "f." and "ff." for "following" pages or verses is to be avoided; the proper page or verse numbers should be cited. Similarly, *ad loc.* is to be avoided in favor of citing the proper page numbers in commentaries.

9. Abbreviations of the Names of Biblical Books (with the Apocrypha)

Gen	Nah	1-2-3-4 Kgdms	John
Exod	Hab	Add Esth	Acts
Lev	Zeph	Bar	Rom
Num	Hag	Bel	1-2 Cor
Deut	Zech	1-2 Esdr	Gal
Josh	Mal	4 Ezra	Eph
Judg	Ps (<i>pl.</i> : Pss)	Jdt	Phil
1-2 Sam	Job	Ep Jer	Col
1-2 Kgs	Prov	1-2-3-4 Macc	1-2 Thess
Isa	Ruth	Pr Azar	1-2 Tim
Jer	Cant	Pr Man	Titus
Ezek	Eccl (<i>or</i> Qoh)	Sir	Phlm
Hos	Lam	Sus	Heb
Joel	Esth	Tob	Jas
Amos	Dan	Wis	1-2 Pet
Obad	Ezra	Matt	1-2-3 John
Jonah	Neh	Mark	Jude
Mic	1-2 Chr	Luke	Rev

10. Abbreviations of the Names of Pseudepigraphical and Early Patristic Books

<i>Adam and Eve</i>	<i>Books of Adam and Eve</i>	<i>Apoc. Pet.</i>	<i>Apocalypse of Peter</i>
<i>2-3 Apoc. Bar.</i>	<i>Syriac, Greek Apocalypse of Baruch</i>	<i>Gos. Eb.</i>	<i>Gospel of the Ebionites</i>
<i>Apoc. Mos.</i>	<i>Apocalypse of Moses</i>	<i>Gos. Eg.</i>	<i>Gospel of the Egyptians</i>
<i>As. Mus.</i>	<i>Assumption of Moses</i>	<i>Gos. Heb.</i>	<i>Gospel of the Hebrews</i>
<i>1-2-3 Enoch</i>	<i>Ethiopic, Slavonic, Hebrew Enoch</i>	<i>Gos. Naass.</i>	<i>Gospel of the Naassenes</i>
<i>Ep. Arist.</i>	<i>Epistle of Aristeus</i>	<i>Gos. Pet.</i>	<i>Gospel of Peter</i>
<i>Jub.</i>	<i>Jubilees</i>	<i>Gos. Thom.</i>	<i>Gospel of Thomas</i>
<i>Mart. Isa.</i>	<i>Martyrdom of Isaiah</i>	<i>Prot. Jas.</i>	<i>Protuevangeliium of James</i>
<i>Odes Sol.</i>	<i>Odes of Solomon</i>	<i>Barn.</i>	<i>Barnabas</i>
<i>Pss. Sol.</i>	<i>Psalms of Solomon</i>	<i>1-2 Clem.</i>	<i>1-2 Clement</i>
<i>Sib. Or.</i>	<i>Sibylline Oracles</i>	<i>Did.</i>	<i>Didache</i>
<i>T. 12 Patr.</i>	<i>Testaments of the Twelve Patriarchs</i>	<i>Diogn.</i>	<i>Diognetus</i>
<i>T. Levi</i>	<i>Testament of Levi</i>	<i>Herm. Man.</i>	<i>Hermas, Mandate(s)</i>
<i>T. Benj.</i>	<i>Testament of Benjamin, etc.</i>	<i>Herm. Sim.</i>	<i>Hermas, Similitude(s)</i>
<i>Acts Pil.</i>	<i>Acts of Pilate</i>	<i>Herm. Vis.</i>	<i>Hermas, Vision(s)</i>
		<i>Ign. Eph.</i>	<i>Ignatius, Letter to the Ephesians</i>
		<i>Ign. Magn.</i>	<i>Ignatius, Letter to the Magnesians</i>

3) Rabbinic Texts

a) Mishnah, Tosefta, Talmuds

BT	Babylonian Talmud
M	Mishnah
PT	Palestinian Talmud
T	Tosefta

The tractates of these works are abbreviated consistently, but quotations are distinguished as follows: M is quoted according to chapter and halakhah (e.g. AZ 1.1), BT according to folio, side a or b (e.g. AZ 2b). Quotations from PT are preceded by 'p.' (e.g. p.AZ 1.1, 39a: the first two digits represent the chapter and halakhah as in M, the third gives the folio and column), those from T by 't.' (e.g. t.AZ 1.1, followed by the first letter of the relevant critical edition: L. = S. Lieberman, R. = K. H. Rengstorf, Z. = M. Zuckerman).

Abot		Bik	Bikkurim
Arak	'Arakhin	BM	Baba Mešia
AZ	'Abodah Zarah	BQ	Baba Qamma
BB	Baba Batra	Demai	
Bek	Bekhorot	Eduy	'Eduyot
Ber	Berakhot	Erub	'Erubin
Bešah		Git	Gittin
Ḥag	Ḥagigah	Parah	
Ḥal	Ḥallah	Peah	
Ḥul	Ḥullin	Pes	Pesaḥim
Hor	Horayot	Qid	Qiddushin
Kel	Kelim	Qin	Qinnim
Ker	Keritot	RH	Rosh ha-Shanah
Ket	Ketubbot	Sanh	Sanhedrin
Kil	Kilayim	Šab	Shabbat
Maas	Ma'aserot	Shebi	Shebi'it
Mak	Makkot	Shebu	Shebu'ot
Makh	Makhshirin	Sheq	Sheqalim
MSh	Ma'aser Sheni	Sot	Sotah
Meg	Megillah	Suk	Sukkah
Me'ilah		Taan	Ta'anit
Men	Menahot	Tam	Tamid
Mid	Middot	Tebul Yom	
Miqw	Miqwa'ot	Tem	Temurot
MQ	Mo'ed Qatan	Ter	Terumot
Naz	Nazir	Uqšin	
Ned	Nedarim	Yad	Yadayim
Nid	Niddah	Yeb	Yebamot
Neg	Nega'im	Yoma	
Ohal	Ohalot	Zab	Zabim
Orlah		Zeb	Zebahim

b) Other Texts

- A. Ibn Daud G. D. Cohen, *A Critical Edition with an Introduction and Notes of the Book of Tradition (Sefer ha-Qabbalah) by Abraham Ibn Daud*, Philadelphia 1967.
- ARN *Abot de Rabbi Nathan*. Text A or B; Sch. = edn. S. Schechter, Vienna 1887; repr. Hildesheim 1979.
- DeutR Deuteronomy Rabbah; L. = S. Lieberman, *Midrash Debarim Rabbah*, 3rd edn. Jerusalem 1974.
- ExodR Exodus Rabbah
- GenR Genesis Rabbah; Theodor/Albeck = J. Theodor & Ch. Albeck, *Midrash Bereshit Rabba: Critical Editions with Notes and Commentary*, 2nd edn. Jerusalem 1965.
- CantR Song of Songs Rabbah
- EcclR Ecclesiastes Rabbah
- ISG *Iggeret Rab Sherira Gaon*; page references according to edn. B. M. Lewin, Frankfurt 1920; repr. Jerusalem 1972.
- LamR Lamentations Rabbah; B = S. Buber, *Midrasch Echa Rabbati*, Wilna 1899; repr. Hildesheim 1967.
- LevR Leviticus Rabbah; M. = M. Margulies, *Midrash Wayyikra Rabbah*, 5 vols., Jerusalem 1953–60.
- Mek Mekhilta de R. Ishmael; L. = J. Z. Lauterbach, *Mekhilta de Rabbi Ishmael*, 3 vols., Philadelphia 1933–35.
- MHG Midrash ha-Gadol
- MidrPss Midrash on Psalms; B. = S. Buber, *Midrasch Tehillim*, Wilna 1892; repr. Jerusalem 1966.
- MidrProv Midrash on Proverbs; B. = S. Buber, *Midrasch Mischle*, Wilna 1893; repr. Jerusalem 1965.
- Midr Tann Midrash Tannaim; H. = D. Hoffmann, *Midrasch Tannaim zum Deuteronomium*, Berlin 1908–09.
- MRS Mekhilta de R. Simeon b. Yoḥai; E.–M. = Edition J. N. Epstein & E. Z. Melamed, Jerusalem 1965.
- NumR Numbers Rabbah
- PesR Pesiqta Rabbati; F. = M. Friedmann, *Pesikta Rabbati*, Vienna 1880.
- PRE Pirqe de Rabbi Eliezer; L. = Edition D. Luria, Warsaw 1852; repr. Jerusalem 1963.
- PRK Pesiqta de Rab Kahana; M. = ed. B. Mandelbaum, 2 vols., New York 1962.
- SER Seder Eliahu Rabbah; F. = ed. M. Friedmann, Vienna 1902; repr. Jerusalem 1960.
- SOR Seder Olam Rabbah
- SOZ Seder Olam Zuttah
- STA Seder Tannaim we-Amoraim
- SZ Sifre Zuttah; H. = ed. H. S. Horovitz, 2nd edn. Jerusalem 1966.
- Tan Tanḥuma
- TanB Tanḥuma Buber