

EUROPEAN
JOURNAL OF

**KOREAN
STUDIES**

GUIDELINES FOR THE SUBMISSION OF
MANUSCRIPTS AND BOOK REVIEWS

Guidelines for Articles and Research Notes

Persons submitting articles and research notes for consideration should note the following requirements:

1. In the case of articles, the body of the manuscript should normally be between 5,000 and 10,000 words in length. Endnotes, bibliography, and other additional material are excluded from this word count.
2. For research notes, the manuscript should normally be between 3,000 and 5,000 words, including endnotes and bibliography.
3. The manuscript should use endnotes (not footnotes) and follow the “Chicago Style” for references. If you are uncertain what the “Chicago style” conventions are, please contact the Editor.
4. The manuscript must be submitted as a Microsoft Word file attachment and must be written in double-spaced 12-point font. This rule applies to both the text of the article, its section headings, and the title. A standard font like Times New Roman or Garamond is preferred; do not use bold-face fonts.
5. The manuscript should have a separate cover page which gives the full name of the author(s), academic affiliation(s), and full postal and email contact details. The cover page should also have a one-paragraph abstract (limited to 100 words) of the contents of the article and five to seven key words.
6. The first page of the text of the manuscript should have only the title of the article at top. The name of the author(s) should NOT be included.
7. All materials should be submitted to Dr. Robert Winstanley-Chesters, Managing Editor of *The European Journal of Korean Studies* at r.winstanley-chesters@leeds.ac.uk.
8. The Editorial Board intends that an author should know within two months of the submission of an article about the success of his/her submission.
9. Contributors must also obey “Style Guidelines for All Submissions” given below.

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3. References given in the review should be kept to a minimum; if used, they should be given in numbered endnotes. If referencing the book under review, inline references may be used, e.g., (p. 48).
4. At the beginning of the review, the reviewer should provide the name of the author, title of the book, and publication details in the following format:
Jones, Jane, *A Book about Korean History* (Place, Publisher, Date); pp. xx, 235; maps, illustrations, bibliography, index. ISBN. Hb. £50, pb. £25.
5. All reviews should include information about the content of the book, its academic value, and the audience to which it is (or might be) addressed.
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Style Guidelines for All Submissions

1. Manuscripts must be submitted only in English, using American spelling conventions.
2. The body of the manuscript should normally be between 5,000 and 10,000 words in length. Endnotes, bibliography, and other additional material are excluded from this word count.
3. All style matters are determined by *The Chicago Manual of Style, 14th Edition* or later versions. The manuscript must use endnotes, carry a list of references, and follow *The Chicago Manual of Style* for endnote, reference, and other matters of writing style. For example, endnotes are placed after punctuation; all quotations must carry double quotation marks, except when a quotation contains an embedded quotation, and then the embedded quotation carries single marks; the use of single quotation marks for “figures of speech” is not acceptable. “Figures of speech” must carry double marks. Sentence endings or transitions (e.g., periods or commas) must be inside quotation marks, even when there is no punctuation in the quoted material. Authors must use the serial comma. Centuries must be spelled out. Authors must never use *ibid.*, *op. cit.*, *loc. cit.*, or any other Latin abbreviation. When citing a work initially in an endnote, a full citation is required; when citing the work again, authors must state: author’s surname, first few words of the title, date of publication, and page number. If an ordinary or common noun (not a proper noun) is not found in standard reference dictionaries (e.g., *Merriam-Webster* or the *Oxford English Dictionary*), it is foreign. All foreign nouns must be italicized. Note that, according to the *Chicago Manual of Style*, endnotes and references are constructed differently, and authors must adhere to these different styles. Only references actually cited in the manuscript are listed under “References.” Inline citations indicating page numbers are acceptable only for book reviews.

The following offer a few examples of **Reference** styles. Note the order of the information in the entries, and note that only the romanised titles are italicised, not the translations of the titles.

- **Pre-modern book** (title is italicized)

Yu Söng-yong 柳成龍, penname Söae 西厓. *Chingbirok* (懲慙錄) (first printed 1633). In Taedong Munhwa Yön'guwön, Sönggyun'gwan Taehakkyo 大東文化研究院, 成均館大學校, ed. *Söae munjip* (西厓文集). Seoul: Tongguk Munhwasa, 1958.

Note no translation of premodern book titles.

- **Modern book**

Choi Jang-jip 최장집. *Minjuhwa ihu üi minju chuüi: Han'guk minju chuüi üi posu-chök kiwön kwa wigi* (민주화 이후 의 민주주의: 한국 민주주의 의 보수적 기원 과 위기 Democracy after democratization: The crisis and origin of conservative democracy in South Korea). Seoul: Humanitas, 2002.

Yow, Valerie Ralieggh. *Recording oral history: A guide for the humanities and social sciences*. Walnut Creek, CA: Alta Mira Press, 2005.

Note translation of modern book title.

- **Electronic book**

Nydam, Ronald J. *Adoptees come of age: Living within two families*. Louisville, KY: Westminster John Knox Press, 1999. <http://www.netlibrary.com> (accessed 8 July 2005).

- **Chapter in a modern book**

Chi Tu-hwan 池斗煥. "Chosön chöngi sahoe-kyöngje wa Pusan (조선전기 사회 경제와 부산 The social economy of early Chosön and Pusan)." In Pusan chikhal-si sa p'yönc'h'an wiwönhoe 釜山直轄市史編纂委員會, ed. *Pusan-si sa* (釜山市史 History of Pusan City), vol. 1, Pusan: Pusan Chikhal-si, pp. 606–632, 1989.

- **Journal article**

Han Yöng-guk 韓榮國. "Ho-sö e silsi toen Taedongböp: Taedongböp yön'gu üi ilch'ök (湖西에 實施된 大同法 (上)—大同法研究의 一齣— Implementation of the Taedongböp in Ch'ungch'öng Province: One installment in a study of the Taedongböp)," *Yöksa hakpo* (歷史學報) 13 (1960.10): 77–107.

Banks, William. "A Secret Meeting in Boise." *Midwestern Political Review* 6 (1958): 26–31.

- **Electronic journal or newspaper article**

Carbado, Devon W. "Black Male Racial Victimhood." *Callaloo* 21.2 (1998): 337–361. <http://www.jstor.org/> (accessed 8 July 2005).

The following offer a few examples of **Endnote** styles. Note the order of the information in the entries.

(a) First appearance:

1. Valerie Ralieggh Yow. *Recording oral history: A guide for the humanities and social sciences* (Walnut Creek, CA: Alta Mira Press, 2005), p. 32.
2. Han Yöng-guk. "Ho-sö e silsi toen Taedongböp (part one): Taedongböp yön'gu üi ilch'ök," *Yöksa hakpo* 13 (1960.10): 100.
3. Devon W. Carbado. "Black Male Racial Victimhood," *Callaloo* 21.2 (1998), <http://www.jstor.org/> (accessed July 8, 2005).

4. Ronald J. Nydam. *Adoptees come of age: Living within two families* (Louisville, KY: Westminster John Knox Press, 1999), <http://www.netlibrary.com> (accessed 8 July 2005).

(b) Second appearance:

5. Yow, *Recording*, 2005, p. 33.
 6. Han, "Ho-sō, sang," 1960, p. 101.
 7. Devon, "Black male," 1998 (accessed July 8, 2005).
 8. Nydam, *Adoptees*, 1999 (accessed 8 July 2005).
4. Romanization of East Asian names, place names, and terms must follow the McCune–Reischauer system for Korean, the modified Hepburn system for Japanese, and pinyin for Chinese. Words should be parsed in Korean and Japanese about every two syllables and particles should stand alone. If authors are submitting a manuscript that contains old or middle Korean script, they must submit not only a Word file (.doc or .docx file) but also a Hansoft file (.hwp file) of the manuscript.
 5. Where appropriate, the use of Chinese characters and indigenous scripts following the initial occurrence of a term is encouraged. Please include original scripts (e.g., Korean, Chinese, Japanese) in the References but not in the endnotes. Use only romanisation for the endnotes. Use Batang font for Korean, MS-Mincho font for Japanese, and Malgun Gothic font for Chinese. For articles addressing pre-twentieth century topics, simplified Chinese characters must never be used, except for Japanese names and terms. Articles addressing contemporary topics may use simplified Chinese characters for Chinese names and terms. When using Chinese characters for Korean names and terms, never use simplified characters. Never put any East Asian script into italics.
 6. The manuscript must be submitted as a Microsoft Word file attachment and must be written in double-spaced, Times Roman, 12-point font. This rule applies to both the text of the article and its section headings. Do not use bold font anywhere in the manuscript. All endnotes must be in Times Roman, 10-point font. All inserted East Asian characters must be in 11-point font in the text, and all East Asian characters in the notes must be in 9-point font.
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have a one-paragraph summary of the contents of the article and five (5) key words.

9. The first page of the text of the manuscript must have only the title of the article at the top. The name of the author(s) must NOT be included.
10. All materials must be submitted to the Managing Editor, Dr. Robert Winstanley-Chesters at r.winstanley-chesters@leeds.ac.uk

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