



# **Biblica**

A Quarterly Review Published by the Pontifical Biblical Institute

## **Editorial Instructions for Contributors**

### **General Norms**

1. Only those manuscripts that conform to these instructions will be considered for publication.
2. *Biblica* accepts contributions in English, French, German, Italian, and Spanish. In no case should articles that appear elsewhere, in the same or in a different language, be submitted to the journal.
3. When submitting a manuscript, contributors are asked to provide information about their academic training, current professional status, and preferred means of communication (postal address and/or email).
4. Contributors are asked to send an electronic version of the article or book review (Word Document and PDF) to the following address: [biblica.rivista@biblico.it](mailto:biblica.rivista@biblico.it).
5. The editors of *Biblica* reserve the right to make stylistic emendations in all manuscripts approved for publication.
6. Before publication authors will receive a PDF version of the proofs of their article for correction. At this stage, no major changes will be permitted. The proofs should be sent back to the Editorial Staff as soon as possible.
7. At the time of publication, a final PDF version of the article will be sent to the author by the Journals Department of Peeters Publishers ([journals@peeters-leuven.be](mailto:journals@peeters-leuven.be)). Authors who wish to receive off-prints of their articles should send a written request via email to that same office.

## Norms for Preparing the Manuscript

1. **Font.** Manuscripts should be written in Times New Roman font, with the text in 12 point font and footnotes in the 10 point font.
2. The **title** of the article should be no longer than twelve words, including any biblical quotation.
3. The **length** of the manuscripts, including text and footnotes, should be no longer than 55,000 characters (not counting spaces).
4. All **punctuation** marks are to be placed after quotation marks: e.g., “word”, “word”.
5. Biblical **citations** are to be made as follows: Genesis 2; Genesis 2–3; Gen 2,1 – 3,15; Gen 2,1; Gen 2,1-3; Gen 2,1.3.5. References to one or more verses of a text previously cited may be indicated as follows: v. 1; vv. 2-5; vv. 1, 3, 5.
6. Citations of **ancient texts** in their original language must be limited to words or phrases that are essential for the argument being made. For Hebrew and Greek characters, authors are asked to use Bible Works fonts: *Bwhebl* (14 point in text and 12 point in footnotes), and *Bwgrkl* (12 point in text and 10 point in footnotes). The consonantal text of Hebrew or Aramaic is to be used except in those cases in which the vocalized text is essential for the discussion. In all cases, non-Latin characters are to be inserted into the text *from left to right*.
7. **Footnotes** should not occupy more than 25% of the entire text. They are to be printed at the bottom of the page on which a number referring to them appears in the text. Footnote references should come after a single space and be followed by a punctuation mark: e.g., Word <sup>1</sup>, “Word” <sup>1</sup>.
8. The text of the article should not include more than three levels of **subdivision**.
9. Contributors are asked to provide also a short **summary** in English of no more than 100 words.

## Norms for Bibliographical References

1. The **name of the author** is to be printed as follows: initial(s) of the first name(s), then the surname (in CAPS & SMALL CAPS), followed by a comma. In the case of multiple authors, names are to be separated with an n-dash (–).
2. The **titles** of books are to be printed in *italics*, followed by a period; subtitles are to be printed in regular type.
3. Further **publication information** is to be placed within parentheses: (series title and volume followed by a semicolon, then the place of publication [with postal abbreviations for cities in the USA, except for New York], and finally the year of publication).
4. The relevant **page numbers** should follow the closing parenthesis, avoiding the use of abbreviations, such as p., pp., f., ff., S., SS.

5. Examples of bibliographical references to books:

W.R. BAKER, *Personal Speech-Ethics in the Epistle of James* (WUNT II/68; Tübingen 1995) 90.

L.F. HARTMAN – A.A. DiLELLA, *The Book of Daniel* (AB 23; Garden City, NY 1978) 212.

J.L. KUGEL, *Idea of Biblical Poetry. Parallelism and its History* (New Haven, CT 1981) 87-92.

6. The citation of **journal articles** should be given in the following way: name of the author in CAPS & SMALL CAPS followed by a comma; then title of the article within quotation marks followed by a comma; then name of the journal or its customary abbreviation (in *italics*) followed by the volume number, the year of publication (in parentheses) and the exact page number(s). For example:

R.G. KRATZ, “Israel als Staat und als Volk”, *ZTK* 97 (2000) 1-17.

J.C. VANDERKAM, “The Angel of the Presence in the Book of Jubilees”, *Dead Sea Discoveries* 7 (2000) 390.

7. The citation of articles published in **collected works** or *Festschriften* should be given in the following way: name of the author in CAPS & SMALL CAPS followed by a comma; then the title of the article within quotation marks followed by a comma; then the title of the book in *italics* (with subtitle in regular print); then within parentheses the names(s) of the editor(s) in CAPS & SMALL CAPS; then within a second set of parentheses the publication information: the series and volume number followed by a semicolon, and the place and year of publication. After the closing parenthesis, the exact page numbers of the article are given. For example:

H.G.M. WILLIAMSON, “Isaiah and the Holy One of Israel”, *Biblical Hebrews, Biblical Texts. Essays in Memory of Michael P. Weitzman* (eds. A. RAPOPORT-ALBERT – G. GREENBERG) (JSOTSup 333; Sheffield 2001) 33-55.

8. For **classical and patristic works**, contributors are asked to use the following style of reference: Homer, *Il.* 24:200; Eusebius, *Hist. eccl.* 3.2.21; 4.15.3-4.

9. **Abbreviations of the titles** of periodicals, series, and standard reference works should be those found in S. SCHWERTNER, *International Glossary of Abbreviations for Theology and Related Subjects* (Berlin – Boston, MA<sup>3</sup>2014).

10. In **subsequent references** to a book or article already cited, authors are asked to observe the following manner of abbreviation: last name of the author (in CAPS & SMALL CAPS), abbreviated title, and page number(s). Examples: SOGGIN, *Judges*, 155-157; VANDERKAM, “The Angel of the Presence”, 391.