

Submission Guidelines, *Luther Rice Journal of Christian Studies*

Email manuscripts for consideration to journal@LutherRice.edu. Emails should include two attachments:

- 1) An information page
- 2) The manuscript

The information page should be single-spaced. In it, please offer a *brief* abstract of the manuscript (250 words or less), a brief biography of your institutional affiliations and research interests, and a contact email. The biography should include your name.

Introductory Information

- Any manuscript submitted to *LRJCS* for consideration is expected to conform to the following requirements. A manuscript that fails to comply with these requirements may be returned to the author for corrections before it will be considered for publication. Authors are strongly encouraged to use the spell-check /grammar check prior to submitting their manuscript.
- Manuscript submissions should include a statement indicating that the author is not currently seeking to publish the manuscript with another journal. Manuscripts that have already been published or will be published should not be submitted to *LRJCS*.
- For matters not addressed in these instructions, authors should follow the formatting guidelines of the 16th edition of *The Chicago Manual of Style* or the 8th edition of the Turabian *A Manual for Writers of Research Papers, Theses, and Dissertations*.
- If a manuscript has been accepted by *LRJCS* for publication, the author is required to make any and all required changes and return the corrected manuscript to *LRJCS* within a timely manner.
- Do not include your name within the manuscript. The *LRJCS* conducts blind peer reviews.

General Guidelines for Manuscripts:

- Double space the entire text of the manuscript, with the exceptions of footnotes, block quotations, and subheadings (see below). Do not add additional line spacing before or after paragraphs.
- Cite using footnote/bibliography style (see chapters 16-17 of the Turabian manual or chapter 14 of the Chicago manual).
- Use one-inch margins all around (top, bottom, left, right).
- All foreign words, book and periodical titles, and transliterations should be italicized.
- Greek and Hebrew words must be typed using a unicode font (e.g., SBL Greek, SBL Hebrew).
- Format subheadings according to page 393 of the Turabian manual, or section 1.91 of the Chicago manual. First level subheadings should be centered, capitalized, and **bolded**. Second

level subheadings should be centered, capitalized, but in normal type. Third level subheadings (if necessary) should be left-aligned, capitalized, and *italicized*.

Jesus and the Great Commission

The Command to “Go”

Implications for Ministry

Specific Guidelines:

- The title should appear in bold type at the beginning of the manuscript. Begin the text of the manuscript on the next line. Do not make an “Introduction” subheading.
- Make every effort to keep subheadings simple and straightforward. On average, manuscripts should contain no more than one subheading for every four pages of text.
- Before a subheading, insert a triple space, or two blank single-spaced lines. After a subheading, double space as usual.
- Single space footnotes internally, but insert a blank single-spaced line between footnotes.
- Single space block quotations internally, but insert a blank single-spaced line before and after the block quotation.
- Abbreviate books of the Bible according to pages 339-343 of the 8th-edition Turabian manual.
- Indent paragraphs by pressing the “Tab” key. Do not indent paragraphs with the “Space” bar.
- Position page numbers at the bottom middle of the page.
- Manuscript submissions should make use of the oxford comma (e.g., “Jack, Jill, and Harry”).
- Manuscripts should avoid idioms and contractions.
- Include a space between all initials (e.g., F. F. Bruce).
- Manuscripts should make appropriate use of hyphens, en dashes, and em dashes.
- The titles of books of the Bible should not be italicized.
- Manuscripts should make use of the supplied abbreviations (see below) when citing ancient texts.

Quotations

- All quotations should carefully reproduce the original, even if they differ from the requirements of this journal.
- Any mistakes within the quotation may be indicated through the use of [sic].
- Commas and periods should be placed within quotation marks.
- Colons, semicolons, dashes, and parentheses should be placed outside quotation marks.

Footnotes and Bibliographical References

- All footnotes should be in 10pt font.
- Avoid placing several footnotes in a single sentence within the body of the manuscript.
- If a bibliographical reference occurs in a sentence within a footnote, the bibliographic reference should be placed within parentheses. For example, “See J. Adewyua (“The Spiritual Powers of Ephesians 6:10–18 in the Light of African Pentecostal Spirituality,” *BBR* 22 [2012]: 254–256) for a recent summary of hermeneutical approaches to interpreting and appropriating Paul’s discussion of cosmic evil in Eph. 6:10–18.”
- The bibliographic information included inside parentheses within a footnote should be written in the following order: editor; translator; number of volumes; edition; series; city; publisher; date.
- Full bibliographic information should be provided when a work is first cited in the manuscript. Subsequent references should then use the author’s last name, an abbreviated form of the title, and then provide the appropriate page numbers (i.e., a short citation).
- Avoid the use of abbreviations, such as “p.” and “pp.” when citing page numbers.
- Avoid the use of “Publisher” in bibliographic references.
- The noun “Press” should only be included when citing works published by university presses (e.g., Cambridge University Press).

Footnote Examples:

- B. Witherington, *Paul’s Narrative Thought World: The Tapestry and Tragedy of Triumph* (Louisville: Westminster John Knox, 1994), 3–5
- J. Barr, *The Semantics of Biblical Language* (London: Oxford University Press, 1961), 237–38
- P. O’Brien, *The Letter to the Ephesians* (PNTC; Grand Rapids: Eerdmans, 1999), 457, 490
- C. Arnold, *Ephesians, Power and Magic: The Concept of Power in Ephesians in the Light of its Historical Setting* (SNTSMS 63; Cambridge: Cambridge University Press, 1989), 66–68
- D. Reinhard, “Ephesians 6:10–18: A Call to Personal Piety or another Way of Describing Union with Christ,” *JETS* 48 (2005): 521–32
- M. Kitchen, *The ἀνακεφαλαίωσις of All Things in Christ: Theology and Purpose in the Epistle to the Ephesians* (Ph.D. thesis, University of Manchester, 1988), 74, 76–77.