

Submission Guidelines for the *Journal of Central Eurasian Studies (JCES)*

Submissions: Please submit inquiries, manuscripts and images electronically to the Editorial Board at the following email address: cces@snu.ac.kr.

Format: Submissions should be made as email attachments using MSWord (.doc) software, and include a PDF file if using non-standard characters. All pages in the article proper must be numbered. Manuscripts must be double-spaced with 12-point type (English). Please format for A4-size paper, with 1-inch margins in all pages, including the cover page, notes, and references. Quotations longer than four lines should appear as blocked quotations, single-spaced and indented. Low resolution images and illustrations are acceptable for the reviewing process; all images, tables and figures should include titles or captions. See below for permissions and copyrights.

Contents: Submissions must contain a cover page with title and abstract (up to 150 words), in addition to the article proper. The cover page must contain the title of the article, author's name, full contact information (including email, academic and/or professional affiliation, current mailing address, and telephone numbers).

Length: Articles submitted for consideration, including notes, should not exceed 12,000 words. Notes should be as few as possible and appear at the end of the text.

Pagination: The text should clearly indicate the placement of tables, maps, illustrations, etc. When they are used within the text, all labeling and citations must follow the guidelines given in the most current edition of the *Chicago Manual of Style*. Contributors will be responsible for obtaining permission to reproduce any material (including photographs and illustrations) for which they do not hold copyright, in order to ensure appropriate acknowledgments in the manuscript.

Endnotes: All submissions must use endnotes as the documentation format; articles using other systems will not be considered. Endnotes must follow the most current edition of the *Chicago Manual of Style*. Notes should be sequentially superscripted throughout the text, and appear in the same form at the end of the document. No parenthetical references should appear in the text. Each endnote should contain full bibliographical information, including page numbers. Do not indicate page numbers using öp.ö or öpp.ö

Endnote example for books:

¹ P. Jackson, *The Mongols and the West* (Harlow, England: Longman, 2005), 10.

Endnote example for book chapter:

² Nicola Di Cosmo, "Mongols and Merchants on the Black Sea Frontier (13th-14th C.): Convergences and Conflicts," in *Turco-Mongol Nomads and Sedentary Societies*, ed. Reuven Amitai and Michal Biran (Leiden: Brill, 2005): 391-424.

Endnote example for articles:

³ Kim Hodong, ŏMong-Won jegugŏgi han saegmogin kwanli eui chosang: Isa Kelemechi eui saengŏae wa hwaldong,ŏ *Chung'ang Asia Yon'gu*, vol. 9 (2004): 29-66.

Endnote example for Internet data: [Source material from the Internet should include as much bibliographical information as possible (author, article title, page title etc.), and must include the website address, and the date accessed.]:

⁴ Stefan Baums and Andrew Glass, "Catalog of Khara h Inscriptions," in *The Early Buddhist Manuscripts Project*, http://www.ebmp.org/a_inscriptions.php (accessed Dec. 31, 2009).

Manuscripts submitted to JCES should not have been published elsewhere nor be under review for publication elsewhere at the time of submission. Articles in JCES represent neither the views of the Center for Central Eurasian Studies or those of the JCES editors. The editorial board is responsible for the final selection of content of JCES and reserves the right to reject any material deemed inappropriate for publication. Responsibility for opinions expressed and the accuracy of facts published in articles and reviews rests solely with the individual authors. Please consult http://cces.snu.ac.kr/eng/sub3/sub3_2_1.html for further details on submission to the JCES.

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