

Journal of Asian and African Studies

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Guidelines for Authors

Any researcher can submit a manuscript for consideration.

Computer file Microsoft Word is required format. When special fonts or symbols are used in the manuscript, they should be listed on a separate sheet. Regardless of the category of the submission, the paper must be an original work of the author(s), should not have been previously published elsewhere and should not be simultaneously under consideration for another journal.

Manuscripts must be typewritten on A4 size paper with 22 mm margins. The body of the text must be in 12 pt fonts and double-spaced. On the first page of the manuscript, only the title of the paper, the author(s) name(s), institutional affiliation(s) and e-mail address(s), and the category submitted (either “Article” or “Source Material”) should be indicated. This information (apart from the title and the category) should not appear elsewhere in the manuscript. As to “Articles”, they must not exceed 30 pages in all. The following content can be excluded from this limit: title page, abstract, table of contents, keywords, footnotes, tables, figures, photos and references.

The following points should be observed when preparing a manuscript.

- a) The second page should start with the title and the category, followed by an Abstract in English of approximately 300 words. (Do NOT include the name of the author here.)
- b) Following the Abstract, supply a table of contents up to 2nd level and a list of five keywords in English.
- c) Acknowledgements should be in a footnote marked with “*” immediately following the title. Footnotes should be numbered consecutively throughout the manuscript.
- d) References in the text should appear in the following form: Taylor 1976:189-190. Full references should be provided at the end of the text. Examples are shown below.

- (1) Bloomfield, Leonard. 1933. *Language*. New York: Henry Holt & Co.
- (2) Mithun, Marianne. 1984. “The Evolution of Noun Incorporation.” *Language*, 60(4): 847–894.
- (3) Polanyi, Karl. 1957. “The Economy as Instituted Process.” *Trade and Market in the Early Empires* (K. Polanyi, C. M. Arensberg and H. W. Pearson, eds.), 243–270, Chicago: The Free Press.

- e) All the tables and figures must be numbered and titled.
- f) Whenever a form or sentence of a language that is different from the one used for the text is cited, both word-to-word (or morpheme-to-morpheme) translation (or, ‘gloss’) and the translation should be provided. Examples are shown below.

- (1) *nákorera ébaná.*
I.am.working.for children
'I am working for the children.'
- (2) *n-á-kor-er-a ébaná.*
1SG.SUB-PRES.PROG-WORK-BEN-FIN children
'I am working for the children.'

When such forms and/or sentences are cited in the text, they should be in italics.

- g) Color photos as well as tables and figures can be run with articles.
- h) It is the responsibility of contributors to obtain permission for the reproduction of any materials, including photographs and illustrations, for which they do not hold copyright, and for ensuring that the appropriate acknowledgements are given in the manuscript.

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