



Guidance for authors submitting articles for publication in
Journal of European Baptist Studies

[This guidance should be used alongside the JEBS Conventions and Modern Humanities Research Association (MHRA) Style Guide: Handbook for Authors and Editors (2013) which is available as a download from www.mhra.org.uk/style.]

General

- Article length: 6000–7500 words (includes footnotes)
- Text should be minimally formatted (see guidelines below)
- Author biography: A brief biographical statement (one sentence in third person) to appear at the beginning of the article
- No Reference section to be included — references should be presented as footnotes throughout the article. Authors are responsible for the accuracy of all references.
- Short Abstract (150–200 words) which sums up the article
- 3–4 Keywords which reflect the article content
- It is highly recommended to add a correspondence e-mail and the author's ORCID information below the author name at the beginning of the article

Key Format Advice

- Word document
- Size A5
- Font: Garamond
- Single line spacing
- Fully justified (left and right)
- Main text size 12 font
- Article title justified in bold with key words capitalised (size 14 font)
- Author name in size 12 font (bold)
- Section headings in bold with key words capitalised (size 12 font)
- Sub-headings not recommended but, if necessary, these should be italicised, non-bold with key words capitalised (size 12 font)
- Single space after commas, semi-colons and full stops
- Long quotations (over 40 words) in Garamond size 10 font indented one tab (1.27 cm)
- Short quotations within text in size 12 font inside single quotation marks
- Footnotes: Garamond Size 9 font single spacing

The Publication Process

- First version of article submitted by author
- Article assessed for suitability by editor
- First version sent for blind peer review
- Peer review feedback sent to author
- Revisions/amendments made by author
- Final version of article submitted by author
- Editorial proof reading and formatting carried out
- Final queries sent to author for clarification
- Publishing consent form filled in by the author and sent to the editor
- Article is published in journal

After Publication

- Author receives open access link from where an electronic (pdf) copy of article can be retrieved
- Author receives complimentary print copy of journal issue in which article has been published

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