

GUIDE AND INFORMATION FOR AUTHORS

In Biblical and Theological Studies

Malua Theological College

2022

Sāmoa Journal of Theology (SJT) Style Guide

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Scope:

The Sāmoa Journal of Theology (SJT) is an academic peer-reviewed journal published by the Malua Theological College (MTC).

Aim:

The SJT is devoted to publishing research findings of biblical and theological nature on Samoa. All articles submitted to SJT should conform to the Society of Biblical Literature academic standards. It aims to advance biblical and theological research in the Samoan context.

Language:

Manuscripts will be accepted in English and Samoan. Special issues including church-related matters may be published in the Samoan language. When using either language, authors are strongly advised to have their manuscript proofread by a native speaker or writer who is familiar with biblical and/or theological academic writing prior to submission.

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SJT currently has two main sections:

1. Research articles
2. Personal Reflections related to theology or church-related matters.

Submission Details

Manuscripts should be submitted in Microsoft Word using font style, Times New Roman size 11 and not be more than 7000 words. This word limit does not include the title page, abstract, references, tables, etc. Personal reflections must not exceed 2000 words and will be peer reviewed in a manner identical to research articles.

Manuscripts should be organised as follows:

- i. Title
- ii. Author's name
- iii. Institutional affiliation of the author
- iv. Abstract (200-300 words)
- v. Main text without numbers, subheadings are acceptable
- vi. Acknowledgements and/or notes
- vii. References

Manuscripts should be styled according to the requirements specified in the 'Submission Guide for Authors' (as below)

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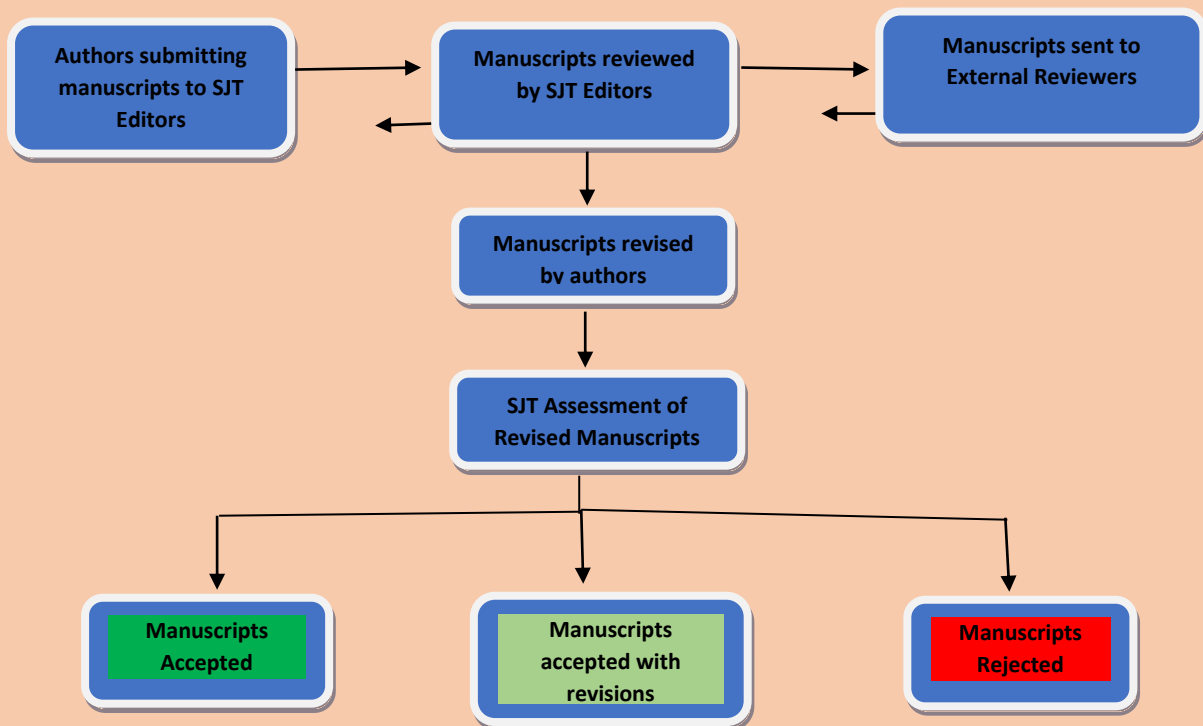
Submission Guide for Authors

1. Peer Review Process

Submitted manuscripts will be firstly examined internally by the editors followed by a decision whether or not to submit for external review. Manuscripts that are not referred for external reviews will be returned to the author(s). Manuscripts that are successfully reviewed internally will be assigned to independent external reviewers.

As a refereed journal, external reviews will involve at least two scholars with relevant experience and expertise. Reviewers will advise the editors about their recommendations. If revisions are recommended, these will be on the Peer Review Form (attached). The editors will then inform the author of their decision and recommended revisions to be made to the manuscript before resubmission. Submitted manuscripts must be treated in strict confidence and may not be submitted to other publications.

1.2 SJT Submission Process



2 Plagiarism

One of the main reasons for manuscript rejection is plagiarism. SJT takes plagiarism seriously and advises authors to appropriately credit the work of others as used in submitted manuscripts. Submissions found to be plagiarised will be rejected and the editors may inform the author's institution of the matter.

3 How to submit to SJT

All manuscripts must be submitted electronically by email to sjt@malua.edu.ws and be in Microsoft Word format. All correspondence with the author will be via email. Please prepare your manuscripts according to the instructions below. The instructions are meant to help guide you through the submission process.

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4 Manuscript Preparation

SJT follows in most of the guidelines set by the Society of Biblical Literature (SBL) regarding technical matters as per hereunder:

4.1 Title

The title of the manuscript should be centre aligned, bold and in Times New Roman size 14, 18 pt before and 12 pt after, single space.

4.2 Author's Name

The full name of the author should be left aligned, in italics, Times New Roman font, size 10, 10 pt before and 0 pt after, and followed by their institutional affiliations.

4.3 Abstract

The abstract should be 300 words maximum. The heading should be in Times New Roman size 12, bold, centre-aligned single space, 18 pt before and 6 pt after. But the content of the abstract should be in Times New Roman, size 10, italics, and single space.

4.4 Key Words

The number of key words should be five or six maximum and these should be placed below the last sentence of the abstract.

5 Document Formatting and Layout

The main text should be well typed and formatted in Times New Roman, size 11, single space.

5.1 Fonts

All manuscripts should be typed using Unicode particularly if it includes non-Latin alphabets such as Hebrew and Greek – so that the characters remain the same font and point size even though the font or typeface is changed from one Unicode to another or from one computer platform to another (e.g., PC to Mac). SJT uses the same font throughout the manuscript (e.g., Times New Roman- except that a different font may be used for each non-Latin alphabet).

5.2 Subheadings and Indenting Paragraphs

Subheadings should be all in Level 1 headings and must be formatted in Times New Roman size 12, bold, 18 pt before and 6 pt after, and must be centre-aligned.

The first paragraph under a heading should have no indents. The rest of the paragraphs that follow however should be formatted in first line by 1 cm indentation. All paragraphs should be aligned.

5.3 Quotations

Quotations of 5 or more lines in any language should be formatted as a separate paragraph. All lines indented on the left, without opening and closing quotation marks. Such quotations should use the same font and point size as normal text.

5.4 Quotation Marks

Place double quotation marks outside periods and commas (“.”). Question marks and exclamation points may be placed inside or outside of quotation marks depending on whether

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they are part of the quoted or parenthetical material colons and semicolons belong outside quotation marks. SJT discourages the use of an ellipsis at the beginning of a quotation even if the quotation begins mid-sentence.

5.5 Citation of Biblical Texts

For citing biblical texts or block quotations, it should conclude with punctuation followed by the citation in parenthesis. Example:

He said, “Go out and stand on the mountain before the Lord, for the Lord is about to pass by.” Now there was a great wind, so strong that it was splitting mountains and breaking rocks in pieces before the Lord, but the Lord was not in the wind; and after the wind an earthquake, but the Lord was not in the earthquake; and after the earthquake a fire, but the Lord was not in the fire; and after the fire, a sound of sheer silence. (1 Kings 19:11–12)

5.6 Hyphens and Dashes

Use an en dash to cite biblical texts instead of hyphen (e.g., 1 Kgs 19:11–12 not 1 Kgs 19:11-12).

5.7 Referencing:

SJT prefers to follow the Chicago manual style – (Reference and notes rather than author-date). As the SBL recommends this style as the most comprehensive general authority on editorial style and publishing practices, the following examples define the SJT style for Notes and References:

5.7.1 A Book by a Single Author:

Note:

Vaitusi Nofoaiga, *A Samoan Reading of Discipleship in Matthew* (Atlanta: SBL Press, 2017), 52.

Short Form:

Nofoaiga, *A Samoan Reading of Discipleship*, 22.

Reference:

Nofoaiga, Vaitusi. *A Samoan Reading of Discipleship in Matthew*. Atlanta: SBL Press, 2017.

5.7.2 A Book by Two or Three Authors:

Note:

James M. Robinson and Helmut Koester, *Trajectories through Early Christianity* (Philadelphia: Fortress, 1971), 237.

Short Form:

Robinson and Koester, *Trajectories through Early Christianity*, 23.

Reference:

Robinson, James M., and Helmut Koester. *Trajectories through Early Christianity*. Philadelphia: Fortress, 1971.

5.7.3 A Book by More than Three Authors:

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If a book is by more than three authors, list only one and “et al.” to show additional authors. However, all names are listed in the Reference. For instance:

Note:

Bernard Brandon Scott et al., *Reading New Testament Greek* (Peabody, MA: Hendrickson, 1993), 53.

Short Form:

Scott et al., *Reading New Testament Greek*, 42.

Reference:

Scott, Bernard Brandon, Margaret Dean, Kristen Sparks, and Frances LaZar. *Reading New Testament Greek*. Peabody, MA: Hendrickson, 1993.

5.7.4 **A Translated Book:**

Note:

Wilhelm Egger, *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical Methodology*, trans. Peter Heinegg (Peabody, MA: Hendrickson, 1996), 28. 18.

Short Form:

Egger, *How to Read*, 291.

Reference:

Egger, Wilhelm. *How to Read the New Testament: An Introduction to Linguistic and Historical-Critical Methodology*. Translated by Peter Heinegg. Peabody, MA: Hendrickson, 1996.

5.7.5 **A Book with One Editor:**

Note:

Jeffrey H. Tigay, ed., *Empirical Models for Biblical Criticism* (Philadelphia: University of Pennsylvania Press, 1985), 35.

Short Form:

Tigay, *Empirical Models*, 38.

Reference:

Tigay, Jeffrey H., ed. *Empirical Models for Biblical Criticism*. Philadelphia: University of Pennsylvania Press, 1985.

5.7.6 **A Book with Two or Three Editors:**

Note:

John Kaltner and Steven L. McKenzie, eds., *Beyond Babel: A Handbook for Biblical Hebrew and Related Languages*, RBS 42 (Atlanta: Society of Biblical Literature, 2002), xii.

Short Form:

Kaltner and McKenzie, viii.

Reference:

Kaltner, John, and Steven L. McKenzie, eds. *Beyond Babel: A Handbook for Biblical Hebrew and Related Languages*. RBS 42. Atlanta: Society of Biblical Literature, 2002.

5.7.7 **A Book with Four or More Editors:**

Note:

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John F. Oates et al., eds., *Checklist of Editions of Greek and Latin Papyri, Ostraca, and Tablets*, 5th ed., BASPSup 9 (Oakville, CT: American Society of Papyrologists, 2001), 10.

Reference:

Oates, John F., William H. Willis, Roger S. Bagnall, and Klaas A. Worp, eds. *Checklist of Editions of Greek and Latin Papyri, Ostraca, and Tablets*. 5th ed. BASPSup 9. Oakville, CT: American Society of Papyrologists, 2001.

5.7.8 Citation of an Article in an Edited Volume:

Note:

Mark G. Brett, "Unequal Terms: A Postcolonial Approach to Isaiah 61," in *Biblical Interpretation and Method: Essays in Honour of John Barton*, eds. Katherine J. Dell & Paul Joyce (Oxford: Oxford University Press, 2013), 243-56.

Short Form:

Brett, "Unequal Terms," 243.

5.7.9 A Journal Article:

Note:

Gary Knoppers, "Intermarriage, Social Complexity, and Ethnic Diversity in the Genealogy of Judah," *JBL* 120/1 (2001): 15-30.

Short Form:

Knoppers, "Intermarriage, Social Complexity," 17.

Reference:

Knoppers, Gary. "Intermarriage, Social Complexity, and Ethnic Diversity in the Genealogy of Judah." *JBL* 120/1 (2001): 15-30.

5.7.10 An Unpublished Thesis or Dissertation:

Note:

Peniamina Leota, "Ethnic Tensions in Persian-Period Yehud: A Samoan Postcolonial Hermeneutic" (PhD Thesis, University of Divinity, 2005), 141-75.

Short Form:

Leota, "Ethnic Tensions," 14-15.

Reference:

Leota, Peniamina. "Ethnic Tensions in Persian-Period Yehud: A Samoan Postcolonial Hermeneutic." PhD Thesis, University of Divinity, 2005.

5.7.11 A Paper Presented at a Professional Conference:

Note:

Samasoni Moleli, "Cultic worship with *nōkrī* according to 1 Kgs 8: 41-43," (paper presented at the SABS/SBL conference in South Korea, 25 July 2016), 13-17.

Short Form:

Moleli, "Cultic worship," 14.

Reference:

Moleli, Samasoni. "Cultic worship with *nōkrī* according to 1 Kgs 8: 41-43." Paper presented at the SABS/SBL conference in South Korea, 25 July 2016.

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* Note that all work cited in the main text must be listed in References list.

6 Treatment of Foreign Words

Foreign words (including Samoan words), phrases and sentences used within an English context are italicized (e.g., *tautua*, *imago Dei*). Foreign words that have translated into English are set roman (e.g., *locus classicus*). Transliterated foreign terms are italicized as well (e.g., *qal*).

7 Biblical Terms and Names

For Biblical terms and names, follow the version of the Bible used in your article. SJT prefers the names and terms found in the NRSV. If the translations are your own, indicate that.

8 Abbreviations for Biblical Books (Old Testament and New Testament)

Old Testament

Genesis	Gen	Isaiah	Isa
Exodus	Exod	Jeremiah	Jer
Leviticus	Lev	Lamentations	Lam
Numbers	Num	Ezekiel	Ezek
Deuteronomy	Deut	Daniel	Dan
Joshua	Josh	Hoshea	Hos
Judges	Judg	Joel	Joel
Ruth	Ruth	Amos	Amos
1–2 Samuel	1–2 Sam	Obadiah	Obad
1–2 Kings	1–2 Kgs	Jonah	Jonah
1–2 Chronicles	1–2 Chr	Micah	Mic
Ezra	Ezra	Nahum	Nah
Nehemiah	Neh	Habakkuk	Hab
Esther	Esth	Zephaniah	Zeph
Job	Job	Haggai	Hag
Psalms	Ps	Zechariah	Zech
Proverbs	Prov	Malachi	Mal
Ecclesiastes	Eccl		
Song of Songs	Song		

New Testament

Matthew	Matt	Titus	Titus
Mark	Mark	Philemon	Phlm
Luke	Luke	Hebrews	Heb
John	John	James	Jas
Acts	Acts	1–2 Peter	1–2 Pet
Romans	Rom	1–2–3 John	1–2–3 John
1–2 Corinthians	1–2 Cor	Jude	Jude
Galatians	Gal	Revelation	Rev
Ephesians	Eph		
Philippians	Phil		
Colossians	Col		
1–2 Thessalonians	1–2 Thess		
1–2 Timothy	1–2 Tim		

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9 Summary

All texts, notes, references should be formatted according to the SJT requirements mentioned.

10 SJT Website

SJT Website is currently linked to Malua website.