Monumenta Nipponica

Listed here are a few matters of style with particular relevance to book reviews. See also the *MN Style Sheet*.

MN follows *The Chicago Manual of Style* (CMS), 17th edition, for most style questions.

Issues specific to the journal include:

> Italics/Japanese terms
> Macrons and Plurals
> Punctuation
> Page number references | Endnotes
> Capitalization | Numbers
> Copyright
> Guidelines for sending reviews

1. Italics/Japanese terms

Italicize Japanese terms (and other foreign-language terms) except for those that have entered the English language as indicated by their inclusion in standard English-language reference works. For this purpose, MN primarily follows the usage in *Merriam-Webster's Collegiate Dictionary* or *Merriam-Webster Unabridged* (see https://www.merriam-webster.com and https://unabridged.merriam-webster.com)—collectively referred to below as *Webster's*—and also in certain cases adopts the usage in the *Oxford English Dictionary*.

However, note the following spellings adopted by MN regardless of their appearance in the above sources:

> kabuki, *not* Kabuki
> bunraku, *not* Bunraku
> romaji, *not* Romaji
> noh, *not* No, Nō, or Noh

2. Macrons and Plurals

Provide macrons for all but anglicized words (shogun, daimyo, etc.). Place-names follow the same principle; consult *Webster's* and other standard English-language reference works. Quotations from a Western-language work that deviates from these principles should preserve its usage.

For Japanese names and terms, including anglicized terms, use the same form as both singular and plural:

> the two daimyo; the third, sixth, and seventh Tokugawa shogun

Kanji are not provided for names, titles of works, and terms in MN book reviews, except where the characters as such are directly relevant to the discussion at hand.

3. Punctuation

Punctuation following a quotation identified by a page number goes outside the parentheses (except in the case of indented quotations).

Punctuation (except for colons and semicolons) is placed inside quotation marks:

"Seeing is believing," said the teacher; *but*, "Seeing is believing"; but it was not what I expected.

In a series of three or more elements, the elements are separated by commas.

4. Page number references

Use a "p." when providing a parenthetical reference to a page number:

"She makes the tradition [of women's speech] work for her" (p. 40).
. . . despite her intent to encompass a "multiplicity" of feminisms (p. xv).

Spell out "page" when the reference is not parenthetical.

". . . the discussion from page 34 to page 55 pertains to . . ."

5. Endnotes

Endnotes should be avoided wherever possible and used only for the purpose of citing works referred to in the text; any discursive content should be incorporated into the body of the review.

Provide full bibliographic information using the note (not bibliography) format presented in CMS:

[1] Ellen Gardner Nakamura, *Practical Pursuits: Takano Chōei, Takahashi Keisaku, and Western Medicine in Nineteenth-Century Japan* (Harvard University Asia Center, 2005), p. 15.

6. Capitalization

Parts of a book (preface, introduction, chapter, part, section) are lowercased.

7. Numbers

Numerals identifying parts of a book are arabic (e.g., "chapter 1").

Inclusive dates are given in full:

1868–1887.

Page numbers:

Under 100 give full digits: pp. 69–70; pp. 65–67; pp. 6–17; pp. 17–25.

For numbers 100 to 109, give full digits; for numbers 110 and above, drop the duplicated hundreds digit. Follow the same principles for 200s, 300s, etc.: pp. 100–104, 185–95, 201–20.

8. Copyright

The copyright to book reviews published in *Monumenta Nipponica* belongs to the journal. Requests for permission to reprint should be made in writing and sent to the journal at the email address shown on the copyright page.

9. Guidelines for sending reviews

Consider the length: MN reviews generally run in the range of 1,500–3,500 words. This is intended as a rough guide, not a hard-and-fast rule.

Please submit your review as a Word file attached to an email message.