

Guidelines for Submitted Manuscripts
Journal of Social Sciences and Philosophy
Research Center for Humanities and Social Sciences, Academia Sinica

(September 2023 revised version, applicable to 2025 issues and later.

Contributors should follow the revised version guidelines from now on.)

I. Fonts

In the article, please use “PMingLiU” for Chinese and “Times New Roman” for English and numerals. The words of the main text are in grade 12 font size and the footnotes are in grade 10.

II. Title page, abstract and keywords

A. Title page must include

(A) article title in both Chinese and English.

In English, capitalize the first letter of the first and last words in a title or subtitle, as well as the first word after a colon, em dash, or end punctuation in the middle of a title or subtitle, regardless of part of speech. The first letter of words in other positions (except articles, prepositions and conjunctions) should be capitalized as well. Punctuation marks ending a title such as a question mark or exclamation point should then omit the comma or period which would normally follow the title or entry. Similarly, question and exclamation marks serving as mid-title breaks do not combine with a colon or long em dash.

(B) author’s name and job title in both Chinese and English (in title case).

B. Abstract must

(A) be in both Chinese and English.

(B) not exceed 250 characters in Chinese, or 150 words in English.

C. Keyword list should

(A) be separated by “、” in Chinese or “,” in English.

(B) capitalize the first letter of proper nouns only.

III. Subheadings

Subheadings should be in title case and listed in the following sequence:

I, A, (A), 1, (1), a, (a)

IV. Quotations

A. Direct quotations with a colon (:) must use 「 」 in Chinese or “ ” in English.

【example】

Wolf concluded: “Only in a situation where effective alternative

options exist can a shift to a new order be made.”

- B. Direct quotations without a colon (:) must use 「 」 in Chinese or ‘ ’ in English.

【example】

Such cases led Ralph Linton to the view that the nuclear family plays ‘an insignificant role in the lives of many societies.’

- C. Relatively long quotations should be in block quotation format, i.e. start a new paragraph indented in its entirety without use of quotation marks.

【example】

As Mahatma Gandhi once said:

Carefully watch your thoughts, for they become your words.
Manage and watch your words, for they will become your actions.
Consider and judge your actions, for they have become your habits.
Acknowledge and watch your habits, for they shall become your values.
Understand and embrace your values, for they become your destiny.

- D. Nested quotations:

(A) Use 『 』 inside 「 」 in Chinese.

(B) Use ‘ ’ inside “ ” in English.

【example】

So, “He would just say calmly and rationally to a panel of psychiatrists, ‘and everyone would think we were the ones who were crazy.’”

V. Foreign languages

- A. Ordinary terms:

(A) Non-proper nouns in foreign (non-English) languages must be in italics at first instance if readers are unlikely to be familiar with them, lower case, and not in parentheses. On occasion they may be italicized throughout if readers might confuse them or a portion of them with ordinary English words or if it makes reading them easier, such as with *a priori*. Words which require capitalization in the original language, such as German nouns, may be capitalized, unless they are so common that they have already entered mainstream usage and dictionaries allow both spellings, as with *Zeitgeist* and *zeitgeist*.

【examples】

The house is centered on *uma*?

The center of the kinship is *ɣalaŋ nua uma*?

(B) When given after an English translation, an original language term should be in a regular font, lower case, in parentheses.

【example】

His instrumental (zweckrational) justification of democratic institutions presupposes one absolute value: national prestige.

- (C) Romanization should be parsed as naturally as possible into meaningful groups, and for tonal languages, ideally tone marks should also be preserved for maximal legibility. Thus, Gāoxióng (if using Hanyu Pinyin) and Kāohsiúŋ (in a more traditional Taiwanese system) are more legible and thus preferred over Gao xiong and Kao hsiung. Romanization of proper nouns is capitalized, and that of non-proper nouns is not, except where called for by title case rules.

【example】

Huáqiáo jīngjì niánjiàn biānjí wěiyuánhui. 2012. *Huáqiáo jīngjì niánjiàn mínguó 101 nián* (*Overseas Chinese Economic Yearbook 101 Years of the Republic of China*). Overseas Community Affairs Council, Republic of China (Taiwan). (華僑經濟年鑑編輯委員會。2012。華僑經濟年鑑 民國101年。中華民國僑務委員會。)

B. Proper nouns: names and places (using Romanization)

It must be in a regular font, with the first letter capitalized. If it follows the original name in a non-Latin script, the Romanized version should be in parentheses. If only the Romanized version is given, it is in a regular font, with the first letter capitalized, and no parentheses used. If an anglicized version precedes an original in a Latin script, the latter must be in a regular font, with the first letter capitalized, in parentheses.

【examples】

阿美 (Ami); 臺灣 (Taiwan)

Chiang Kai-shek; Confucius

The Port of Venice (Venezia) is a major seaport on the Adriatic Sea.

VI. Citations and Footnotes

A. Citation within the body of the text

【format】 (author, year), or (author, year: page number)

【examples】 (Brook, 1993); (Hunter, 1947: 96-97)

B. Citation when the author is already mentioned in the body of the text

【format】 author (year), or author (year: page number)

【examples】 Brook (1993); Hunter (1947: 96-97)

C. If an explanation is needed with regards to a passage in the body of the text, please

use a footnote.

【format】 Footnote call numbers in the text should be superscripted, and should follow any punctuation except a dash.

【example】 It is widely recognized—although not universally⁴—that dyslexia is more frequent in males.⁵

VII. Graphic templates, figures and tables

A. Labeling graphic templates

【format】 Place the name in title case and the note under the correct plate.

【example】 Plate 1.

B. Labeling figures

【format】 Place the name in title case and the note under the correct figure.

【example】 Fig. 1.

C. Labeling tables

【format】 Place the name in title case above the correct table and the note under it.

【example】 Table 1.

D. If any of the above graphic templates, figures, or tables belong in a set, but require differentiation from one another, please use the method 1-1, 1-2, 1-3 as labels.

【examples】

Plate 1-1, Plate 1-2; Figure 2-1, Figure 2-2; Table 3-1, Table 3-2.

VIII. Method for writing numbers

Within normal, non-statistical text, use words for the numbers one through nine within sentences, but Arabic numerals for larger numbers and statistical results.

【examples】

The two samples were both carefully planned.

There are 31,586 males and 30,816 females in that area.

IX. References

The reference list should be after the text. References in Chinese should be also translated into English. For articles submitted to JSSP in Chinese, the English translation of each reference should be placed in brackets and follow the citation in Chinese. For articles in English, the Chinese references should be placed in brackets and follow the citation in English. In some cases, with special permission from the editorial board, special terms or language in a reference may be left untranslated.

A. Books

【format】

Author's Name. Year. *Title of the Book*. Publisher.

【example】

Bendix, Reinhard. 1977. *Nation-Building and Citizenship*. University of California Press.

B. Article or chapter in an edited book

【format】

Author's Name. Year. Title of the article. In Editor's Name (ed.), *Title of the Book* (page numbers). Publisher.

【example】

Castro Leiva, Luis and Anthony Pagden. 2001. Civil society and the fate of the modern republics of Latin America. In Sudipta Kaviraj and Sunil Khilnani (eds.), *Civil Society: History and Possibilities* (pp. 179-203). Cambridge University Press.

C. Journal article

【format】

Author's Name. Year. Title of the article. *Title of the Periodical*, volume number (issue number), page numbers.

【example】

Bourreau, Marc, Carlo Cambini, and Steffen Hoernig. 2012. Ex ante regulation and co-investment in the transition to next generation access. *Telecommunications Policy*, 36(5), 399-406.

D. Doctoral Dissertation / Master's Thesis

【format】

Author's Name. Year. *Title of the dissertation / thesis* [Unpublished doctoral dissertation / master's thesis]. The Name of the University.

【example】

Lai, Tse-han. 1976. *A study of a faltering democrat: The life of Sun Fo, 1890-1949* [Unpublished doctoral dissertation]. University of Illinois.

E. Newspaper article

【format 1】

Author's Name. Year. Title of the newspaper article. *Name of the Newspaper*, date, page number(s).

【example】

Schwartz, J. 1993. Obesity affects economic social status. *The*

Washington Post, September 30, pp. A1, A4.

【format 2】 (with no author)

Name of the Newspaper. Year. Title of the newspaper article. Date, page number(s).

【example】

The Washington Post. 1993. New drug appears to sharply cut risk of death from heart failure. July 15, p. A12.

F. Electronic sources

(A) Official reports (undated)

【example】

United States Sentencing Commission. n.d. *1997 Sourcebook of Federal Sentencing Statistics*. <https://www.ussc.gov/research/sourcebook/archive/sourcebook-1997>

(B) Electronic media articles

【example】

Walker, A. 2019. Germany narrowly avoids recession despite trade war hit. *BBC News*. <https://www.bbc.com/news/business-50419127>

(C) Others

【example】

Gretschko, V., S. Knappek, and A. Wambach. 2012. Strategic complexities in the combinatorial clock auction. *CESifo Working Paper Series*, No. 3983. <http://ssrn.com/abstract=2171680>

X. Others

- A. Never include author names in manuscripts submitted for blind review.
- B. Sources cited in the text must be included in the reference list.
- C. If citing multiple works by the same author, order them chronologically (earliest first). If citing works published by an author in the same year being cited, please add the letters “a,” “b,” “c,” etc. after the year.

【examples】

Raymond, Joad. 2003. *Pamphlets and Pamphleteering in Early Modern Britain*. Cambridge University Press.

———. 2005. *The Invention of the Newspaper: English Newsbooks, 1641-1649*. Oxford University Press.

Schemmel, Christian. 2012a. Luck egalitarianism as democratic reciprocity? A response to Tan. *The Journal of Philosophy*, 109(7), 435-448.

———. 2012b. Distributive and relational equality. *Politics, Philosophy & Economics*, 11(2), 123-148.

D. Authors' names for references with more than two authors

【format】

For the name of the author, the first author starts with Last Name, First Name, Middle Name (or initials if full names are not available). Other co-authors start with First Name, Middle Name (or initials if full names are not available), Last Name.

【example】

Bongaarts, John and Susan C. Watkins. 1996. Social interactions and contemporary fertility transitions. *Population and Development Review*, 22(4), 639-682.

E. Please use (ed.) and (eds.) for edited books, and (trans.) for translated books.

【examples】

Campbell, Angus and Philip E. Converse (eds.). 1972. *The Human Meaning of Social Change*. Russell Sage Foundation.

Bourdieu, Pierre. 1984. *Distinction: A Social Critique of the Judgement of Taste*, Richard Nice (trans.). Harvard University Press.

F. All references should be arranged in stroke number in Chinese and alphabetical order in English of the first author's name. When works cited have the same first author, those with that person as sole author go first; subsequent works are sorted by stroke order (or alphabetized) based on the co-author(s).