

Notes for Contributors

CJOC normally accepts for consideration original research. If another version of the article is under consideration by another publication, or has been published elsewhere, authors should clearly indicate this at the time of submission.

Manuscripts should be emailed as an attachment in MS Word to:
ltchanto@norwich.edu

Articles should normally be within 3,000 to 5,000 words including all notes and references. Book reviews should be between 800 and 1,500 words. Documents should be in Times New Roman size 12 or equivalent font. A 40-60 word abstract, and 5-7 keywords, indicating to main themes of the manuscript, must precede the main text. All pages should be numbered. The author's mailing address and academic and/or professional affiliation should accompany each submission.

The contributors are requested to use footnotes (not endnotes). Quotations should be placed within double quotation marks ("....."). Lengthy quotations (exceeding 40 words) should be displayed in the text in indented form. Titles and section headings should be brief and clear.

Tables should be kept to a minimum and contain only essential data. Tables and figures should have short, descriptive titles, and their position in the text be clearly indicated. All footnotes to tables and their source(s) should be placed under the tables. Column headings should clearly define the data presented.

If copyrighted material is used in the article, it is the author's responsibility to obtain permission from the copyright holder. Names of the authors, places and publishing houses are required to be written in their original forms. The style of the references in footnotes should conform the following examples:

Articles in journals: John Smith, "Sociological Study of the Ancient Church," *American Sociological Review*, vol. 104, No. 2, Spring 2005, pp. 359-381.

Books: St Cyril of Alexandria, *On the Unity of Christ*, (Crestwood, NY: St Vladimir's Seminary Press, 2000), p. 9.

Edited volumes: Eugene Huskey, "Democracy and Institutional Design in Russia," in Archie Brown, ed. *Contemporary Russian Politics*, (Oxford: Oxford University Press, 2001), p. 29.

Websites: "Council Delegates Focus on Mission, Clergy, Formation, Unity; Approve Increased Funding," in *The Orthodox Church*, Vol. 41, Numbers 8-10, <<http://www.oca.org/PDF/DOC-PUB/TOC/2005/AUG-SEPT-OCT.pdf>> published by the Orthodox Church in America, <www.oca.org>

The typescript should be carefully checked for errors before it is submitted for publication. Authors are responsible for the accuracy of quotations, and for supplying complete and correct references.