Notes for Contributors

We accept contributions in four categories for the Journal of Kolkata Society For Asian Studies:

- Research Articles
  The original research papers submitted for consideration should not exceed 7000 words. It includes figures, charts, tables and references and excludes the abstract, key words and the bio-note of the author/s. Papers based on scientific study, review articles written in correct English and Bangla will be considered for publication.
- Research Notes:
  Informal items of topical interest (maximum 5000 words including endnotes and bibliography).
- Reports:
  Based on any survey or field study approved by any recognised University or Authorised research organization (maximum 5000 words including endnotes and references).
- Reviews of Social Science Scholarship:
  Books, Journals and other media (maximum 800 words), are also invited for reviews in the Journal.

Style Sheet for Research Article

1. Manuscripts should be submitted in duplicate (hard copy) along with a softcopy. All correspondences regarding manuscripts should be submitted to:

   The Editor, Kolkata Society for Asian Studies.
   Postal Address: 3/25/1, R. K. Chatterjee Road, Kolkata-700042
   Phone +91 9432490361
   Email: kspublication1@gmail.com
   Copy to: ksasianstudies@gmail.com

2. Manuscripts should be typed using a word-processing program like MS.
   Word with .doc/.rtf extension and also in pdf. format. Type the manuscript on one side of the paper. Leave double space between the lines, extra space between the sections and keep 1 inch (2.54 cm.) margins on all four sides of the paper.
3. Abstract should be provided before the article.
4. The number of Key Words should be up to 10.

5. The contributor's affiliations and his/her complete mailing address must be given at the end of the manuscript.

6. Endnotes should follow numerical order. Try to avoid footnotes.

7. As the journal will be mainly printed in Black, the authors are requested to make the charts, graphs and tables using Black and White combination only.

8. The references should be like:

i. Embedded references (Phillipson 1992: 144)

ii. Multiple references placed in alphabetical order '(Ellis 1994:10; Lenneberg 1967: 7; Pinker 1994: 54)'

iii. Multiple references of the same author published in the same year arranged serially '(Pattanayak 2000a, 2000b)'

The detailed style of referencing follows:

a. Books:

Wirsing, G. 1972. *Indian Experiment: Key to Asia's Future.* Calcutta: Orient Longman.

Liu, J., H. A. Ross and D.P. Kelly. 2000. *The Ethnographic Eye: An Interpretative Study of Education in China*. New York : Falmer Press.

b. Articles in Edited Volumes:

Atkinson, J. M. 1987. Religions in Dialogue: The Construction of an Indonesian Minority Religion. In: R.S. Kipp and S. Rodgers (eds.), *Indonesian Religions in Transition*. pp. 171-86. Tucson: University of Arizona Press.

c. Articles in Journals:

Sonntag, S. K. 1996. 'The Political Saliency of Language in Bihar and Uttar Pradesh', *Journal of Commonwealth & Comparative Politics*, 34 (2): 1-18.

d. Edited and Translated Volumes:

Zakaria, H. A. and H. A. Crouch (eds.). 1985. *Military-Civilian Relations in South-East Asia*. Singapore: Oxford University Press.

Becker, C. 1923. *Early History of the Catholic Missions in Northeast India (1598-1890)*, edited and translated by F. Leicht and S Karotemprel. 1989. Shillong: Vendrame.

e. Unpublished Works:

Kurasawa, A. I. 1988. 'Mobilization and Control: A Study of Social Change in Rural Java, 1942-1945.' (2 vols.)

Unpublished Ph.D. dissertation. Ithaca: Cornell University.

Mullins, D. 2001. 'Land reform, poverty reduction and HIV/AIDS'. Paper presented at the Southern African Regional Poverty Network conference on Land Reform and Poverty Alleviation in the Region, Pretoria, 12-14, March.

f. Primary Source Citations:

The location of the archive (the name of the town/village/city) and the country must be mentioned. Materials from personal archive should contain the name and location of the collector. If an audio/ audiovisual material is being used, the date/time and location of the recordings should be specified.

g. Website Citation:

http://en.mastersinleiden.nl/programmes/history-arts-and-culture-of-asia/en/introduction (accessed/retrieved/updated on 5th May 2014)

Other specifications:

i.   Use double quotation marks where necessary. Single quotation marks should be used only for a quotation within a quotation.

ii. In the text, the words from a regional language other than English which appear in a commonly used dictionary must be italicized. Proper names from all the countries and terms like 'et al.', 'ibid.', 'vis-a-vis' etc. should be written in Roman alphabet.

iii. A stop should be used after abbreviations ('ed.','vol.' etc.), contractions ('Dr.', 'Prof.' etc.) and between initials (as in 'J.S. Karan'). Do not use a stop in a contraction in capital ('UNESCO', 'USA' etc.).

iv. In the text, the numbers from one to nine should be in words rather than figures. However, 10 and above can remain in figures. Use 'thousands' and 'millions', avoid 'crores' and 'lakhs'. Dates and page numbers should be in full forms (like '2002-2007' and 'pp.125-127').

v.   Attach each figure and table on a separate sheet of paper at the end of the article and arrange them serially. The titles should be short and crisp.

vi. Figures, tables, charts, graphs or photographs reproduced from any other source must obtain Copyright permission before reproduction.

vii. Diacritical marks should be consistent.

Glosses and Translations of Examples:

1.   Language specific examples must be provided in International Phonetic Alphabet (IPA) or in Roman alphabet.

2. Examples from various languages other than English should be translated. Some examples may require a translation along with a word-for-word or morpheme-by-morpheme gloss.

3. The translation and the gloss should be placed under the example with proper indentation and alignment (in case of word-for-word or morpheme-by-morpheme gloss).

4. The grammatical categories in a gloss must be abbreviated

   For example,
   a) adʒ ɔnek brʃʈi hoyeʧhe.
      today   lot   rain   be-pr.pf.3rd
      'Today there was heavy shower.'
   b) boneder   ʧhobi.
      sister-gen.pl. picture
      'Sisters' picture.'

5. The abbreviations must be given in a separate list.
   The paper/s submitted for consideration should not have been published before or under consideration for publication, anywhere in any language. The work must be approved by its author and the co-authors and also by the authorities of the place where the research was done. If the paper is accepted for publication in the present journal, it must not be published anywhere in any language without the proper written consent of the copyright holder.

For Papers in Bangla

The same style sheet should be followed for papers written in the Bangla language. Bangla font 'Avro – Nirmala UI' is preferred.

Off Prints: The first author of each paper will receive 10 off prints free of cost.