

**EPHEMERIDES THEOLOGICAE LOVANIENSES**  
**BIBLIOTHECA EPHEMERIDUM THEOLOGICARUM LOVANIENSIIUM**  
**STYLE SHEET**

Contributions can be written in English, French, or German, and should be submitted by e-mail (word and pdf). Authors not publishing in their mother tongue are required to have their text checked by an expert native speaker before submitting the manuscript. All articles are to be signed at the end with the author's full name (on the right) and postal and e-mail address (on the left). Articles for the journal also need to include a summary.

**Structure**

Please put the margins at 5cm each side; font of text pt. 11; block quotations and tables pt. 10 and footnotes pt. 9.

Subdivisions in the article are preferably limited to two (or three) stages.

First division:

I. FIRST SUBTITLE (Roman number, small capitals, centered)

Second division:

1. *Second Subtitle* (Arabic number, italics)

Third division:

a) *Third Subtitle* (small letter, italics)

A new paragraph in the text starts with an indent, and with no extra space.

**Quotation Marks and Punctuation**

Use the quotation marks typical for the language: “...” for English, «...» for French, „...“ for German.

Quotation marks in text or in notes: use double marks for citation and single ones for citation within citation.

Sample: “...: ‘...’ ...”.

Punctuation: always after the quotation and/or after the reference to the note.

Samples: “...”. “...”; “...”<sup>2</sup>.

N-dashes and ellipses with space before and after:

Sample: –; ...

Use no space between initials:

Sample: F.D.E. SCHLEIERMACHER

**Notes**

Notes are preferably submitted as footnotes. They should be numbered 1, 2, 3, ....

Footnote numbers in the text are placed in superscript before the punctuation mark.

**Biblical References**

Use standard abbreviations, short or long form: e.g., Mt or Matt

Use hyphen (between verses) or n-dash (between chapters); use comma between chapter and verse.

Samples:

Mt/ Matt 1,12

Mt/ Matt 1,12-15 (hyphen)

Mt/ Matt 1,12.16

Mt/ Matt 1,12a.b

Mt/ Matt 1,18–2,23 (n-dash)

Mt/ Matt 1,16.18–2,23

Mt/ Matt 3,1-6 par. Mark

## Bibliographical References

Use full title for first reference; afterwards use abbreviated title.

If the same title is cited twice or more right after one another, use *Ibid.*, if no confusion is possible (Do not use following abbreviations: *op. cit.* or *loc. cit.*).

Samples:

1. U. LUZ, *Matthew 21–28* (Hermeneia), Minneapolis, MN, Fortress, 2005, pp. 34-37.

5. LUZ, *Matthew 21–28* (n. 1), p. 112.

6. *Ibid.* (if same page); or: *Ibid.*, pp. 125-128.

Name of author in small caps. All titles in italics, also for name of journal.

Add p. or pp. for pagination if a specific page number is necessary.

If case of two or more authors/editors or double location, always use n-dash with space before and after.

Page numbers are always written in full: not 219-23, but 219-223.

Abbreviations of titles of journals or series: as a rule see Schwertner (note the following exception: write ‘t’ instead of ‘th’ in Latin or German words: BETL, not BETHL; TWNT, not ThWNT)

For collective volumes other abbreviations can be used if a list of abbreviations is added.

### 1. Books:

Initials, NAME, *Title Book: Subtitle* (Series, no.), Place of publication (for USA: add name of state), Publisher, date, page number(s).

Samples:

1. U. LUZ, *Matthew 21–28* (Hermeneia), Minneapolis, MN, Fortress, 2005, pp. 34-37.

2. W.R. BURROWS (ed.), *Redemption and Dialogue: Reading ‘Redemptoris Missio’ and ‘Dialogue and Proclamation’*, Maryknoll, NY, Orbis, 1993.

3. T. MERRIGAN – J. HAERS (eds.), *The Myriad Christ: Plurality and the Quest for Unity in Contemporary Christology* (BETL, 152), Leuven, Leuven University Press – Peeters, 2000.

4. C. BRESCH – S.M. DAECKE – H. RIEDLINGER (eds.), *Kann man Gott aus der Natur erkennen? Evolution als Offenbarung* (Quaestiones disputatae, 125), Freiburg – Basel – Wien, Herder, 1990.

5. J.H. NEWMAN, *An Essay in Aid of a Grammar of Assent*, ed. I.T. KER, Oxford, Clarendon, 1985.

### 2. Articles in periodicals

Initials, NAME, *Title Article*, in *Journal* volume (year) page numbers.

! Always give the **full reference** (complete page numbers, without using pp.). Add “p.” or “pp.” only for specific pages (e.g. quotation).

Samples:

1. K.S. O'BRIEN, *Written That You May Believe: John 20 and Narrative Rhetoric*, in *CBQ* 67

(2005) 284-302.

2. J. ZUMSTEIN, *Le signe de la croix*, in *Lumière et Vie* 41 (1992), no. 4, 68-82.

3. M. HENGEL, *Die Schriftauslegung des vierten Evangeliums auf dem Hintergrund der urchristlichen Exegese*, in *Jahrbuch für biblische Theologie* 4 (1989) 249-289, p. 279.

### 3. Articles in collections and festschriften

Initials, NAME, *Title Contribution*, in Initials, NAME (ed.), *Title* (Series, no), Place of publication, Publisher, date, page number(s).

! Always give the **full reference** (complete page numbers, without using pp.). Add “p.” or “pp.” only for specific pages (e.g. quotation).

Samples:

1. E. RUCKSTUHL, *Johannine Language and Style: The Question of Their Unity*, in M. DE JONGE (ed.), *L'évangile de Jean: Sources, rédaction, théologie* (BETL, 44), Gembloux, Duculot; Leuven, University Press, 1977; reprinted, Leuven, Peeters, 1987, 125-147.

2. F.-M. BRAUN (ed.), *L'évangile de Jean: Études et problèmes* (Recherches Bibliques, 3), Paris, Cerf, 1958.

3. P.-H. MENOUD, *Les études johanniques de Bultmann à Barrett*, in BRAUN (ed.), *L'évangile de Jean*, 11-40, pp. 13-14; see also F.-M. BRAUN, *Conclusions*, *ibid.*, 149-258, p. 249.

Dependent on language (of the article, not of the reference):

- quotation marks (see above)
- use of ed./eds. (English); éd./éds (French); Hg./Hgg. (German)
- use of p./pp. (English/French); S. (German)
- use of c./cc. (English/French); Sp. (German)
- in French you can also use “dans” *journal* instead of “in”

For any further questions, please contact:

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