

# Submission Guidelines for *The Eastern Buddhist*

## 1. Basic Guidelines for Stylistic Issues

As a rule, *The Eastern Buddhist* follows the suggestions regarding issues of style and format put forth in the sixteenth edition of *The Chicago Manual of Style*. In particular, the journal uses the author-date citation system delineated in its fifteenth chapter.

## 2. Preparation of Manuscripts for Submission

- All submissions to *The Eastern Buddhist* must be of previously unpublished manuscripts.

- Those who wish to submit an article to the journal should prepare a complete draft including notes and a reference list following the conventions set forth in the *Chicago Manual of Style* and send it, along with the necessary contact information (a mailing and email address) for the author, to the offices of The Eastern Buddhist Society. Submissions of either hard copies of manuscripts by post or of digital manuscripts by email will be taken under consideration. (If sending a digital copy, please use a Unicode font.)

- Submissions should not exceed 20,000 words.

- Submissions will be reviewed for content and style based on a blind referee system. The names of the reviewers will not be made available.

- The results of the review and the decision regarding the publication of the submission will be relayed to the author as soon as the review is completed.

## 3. The Editorial Process

- Once publication in *The Eastern Buddhist* has been decided, the author should not allow the article to be published in another venue without the permission of The Eastern Buddhist Society.

- If a digital copy of the article was not submitted for review, please submit a draft in digital format using a Unicode font to the journal's offices upon acceptance for use in the editorial process.

- The authors will be asked to review proofs of the article twice in the editorial process, once before type setting and once after type setting has been completed. We ask that the changes to the second proofs be kept to a minimum.

- The author will receive one complementary copy of the journal and twenty-five offprints of the article upon publication. We will be unable to supply more than twenty-five offprints.

## 4. Copyright

The Eastern Buddhist Society holds the copyright for all articles and book reviews that appear in *The Eastern Buddhist*. The society gladly grants permission for the reproduction of articles and book reviews that have appeared in the journal in collected works and other publications, as well as for use in courses. However, we ask that requests for permission for such reproduction be made in writing to the society and that such reproductions not be made without the society's written consent.