



## Instructions to authors

**Update 2020: in the bibliography, the names of the authors will be given in full (see section 6).**

### **GENERAL INSTRUCTIONS**

Articles submitted to *Arabian Humanities* should be original articles and should not have been submitted to other journals published in English, French or Arabic.

When sending the article via email, please specify your full name, the institution you are affiliated to, your position, as well as the title of the article.

Articles should be typed up on a recent version of Microsoft Word, either Mac or PC, and using RTF file type, with a 12 point font and with a line spacing of 1.5.

Articles should not exceed 9,000 words, including footnotes, but not taking the bibliography into account. An exception might be made in case of extracts from texts in their original version as well as their translation, in which case only the latter will be taken into account.

A 150 words abstract will be provided along with the article, specifying its objectives and conclusions, as well as a list of no more than 10 keywords, indicating at least the geographical area and time period covered.

The article will be submitted to a first evaluation by the editors, then anonymously by two persons known to have the required expertise in the topic covered by the proposed article, either members of the editorial board or proposed by them. The two evaluators will express, where necessary, remarks and recommendations prior to article publication, and in any case, whether the article should be published or not.

The document is to be sent to Sylvaine Giraud, editorial assistant ([edition@cefas.com.ye](mailto:edition@cefas.com.ye)) and to Laurent Bonnefoy, Editor in Chief of *Arabian Humanities* ([laurent.bonnefoy@sciencespo.fr](mailto:laurent.bonnefoy@sciencespo.fr)).

### **ARTICLE PRESENTATION**

Authors will avoid making their identity explicit, including in the references made in their own bibliography, so as to ensure their anonymity during the evaluation process. Likewise, they should avoid acknowledging peers in writing the article – such credits can be added on after the evaluation, and at the author's request.

Generally speaking, apply the basic rules of typography in use in the language of the article.

## 1) Headings & subheadings

Should be presented as such:

**1. Section heading [bold]**

**1. Sub-section heading [bold italic]**

*A/ Sub-sub-section heading [italic]*

*a) Sub-sub-sub-section heading [italic]*

## 2) Spelling & punctuation

- American as well as British English spellings are allowed (e.g. color/colour; analyze/analyse; traveling/travelling), but authors should be coherent in their choice, and are requested not to use both.
- Likewise for quotations: if American English is chosen, then American style formatting should be used, the final period or comma belonging *inside* the quotation marks; otherwise, if the British style is used, they belong *outside* the quotation marks.
- When capitalizing, check the dictionary; when in doubt, do not capitalize e.g. President Obama; president of the United States; the president.

## 3) Abbreviations

Use 20th century, not twentieth century; Use 1990s, not 1990's or the nineties.

Pages: Use p. 52, p. 52-58 and not 52-8 nor pp. 52-58.

## 4) Footnotes

Footnote numbers should appear as exponents, numbered consecutively throughout the text, before any punctuation.

In addition to comments, remarks and various quotations, the references to any work appearing in the bibliography should be added in as footnotes, using a 10 point font, single spacing, in small capitals (accented if required), or in lowercase, and in an abridged format: author's surname; year of publication, page; as shown below:

CHELHOD, 1984, p. 385.

SHA/HRA, 1998, p. 135-138.

If several references exist for one given year: 1999a, 1999b, 1999c (no *op. cit.*, *o. c.*, *loc. cit.*, *art. cit.*). *Ibid.* should be used when quoting the same work in two consecutive notes.

Within series, separate references by semicolons: CHELHOD, 1984, p. 385; SHA/HRA, 1998, p. 135-138.

## 5) Transliteration

Authors are kindly requested no to use any special transliteration font and to limit themselves to characters commonly available on a keyboard, in adherence to the following conventions: The *hamza* will be indicated by an apostrophe ('). Short vowels are *a*, *i*, *u*. Long vowels are *â*, *î*, *û*.

Consonants are, in the Arabic alphabet order:

ب	b	ز	z	ف	f
ت	t	س	s	ق	q
ث	th	ش	sh	ك	k
ج	j	ص	/s	ل	l
ح	/h	ض	/d	م	m
خ	kh	ط	/t	ن	n
د	d	ظ	/z	ه	h
ذ	dh	ع	'	و	w
ر	r	غ	gh	ي	y

The slash (/) before letters *s, d, t, z, h* will be replaced by a dot under the said-letters during typesetting.

The *tâ' marbû/ta* should be transliterated as *a* and not '*ah*': al-Hudayda (and not al-Hudaydah)

Unless otherwise required, colloquial pronunciation should not be transliterated with any more precision.

All Arabic words should be transliterated along those lines, except for:

- Words the spelling of which has become common usage in English (e.g. Gamal Abdel Nasser, Aden, Sana'a, Mecca, Mamluk, Khedive, Saudia Arabia, Bahrain, Hadramaut, Qur'an, sharia, ulama, Ka'ba...)
- Adjectives such as Sana'ani, Hadrami, Djeddawi, Tihami will also be considered regular adjectives (e.g. *a Sana'ani boy*)
- The names of living individuals may be spelled according to their preferred English spelling.

Transliterated Arabic words will be italicized (*kibsa, kafâla, jazîra...*), except for proper names. The plural form is: the *maydân-s*.

Proper names will be capitalized, just the name and not the article: al-Kibsî ; al-Najdî, unless at the beginning of a sentence.

Also, and in strict adherence to Arabic spelling:

- The article is not assimilated: *al-shams*, and *al-qamar* alike.
- The particles *wa-* and *fâ-* and prepositions *bi-* and *li-* are not considered standalone words: *al-dirâsât wa-l-bu/hûth, bi-l-kitâb* (Which is not the case for *fî* however: *fî al-Yaman*).
- 'Abd Allâh, 'Abdal-La/tîf, etc... will be transliterated as such.

When "Ibn" is before the surname, it should be transliterated as follows: Ibn Khaldûn, Ibn Ba/t/tû/ta ; but, in the middle of a name, it should be transliterated as follows : Abû Mu/hammad al-/Hasan b. A/hmad b. Ya'qûb al-/Hamdânî.

## 6) Bibliography & footnotes

The bibliography at the end of the article should comprise all the references quoted, in

compliance with the following rules:

- References are listed alphabetically by author.
- In the case of several references for one author, these should be listed chronologically and, if necessary, as follows 1999a, 1999b, 1999c. Quote the author at each reference (no \_\_\_\_\_).
- Journal titles and institutions should not be abbreviated.
- The authors' surnames will appear in small accented capitals (if you cannot do this, enter in lower case with the initial capital letter): author's name followed by the first name(s) in lower case. For more than three authors, use *et al.* in the footnote, but cite all authors in the final bibliography.

### **E.g. for a whole book**

NUSSBAUM Martha C., *Women and Human Development: The Capabilities Approach*, Cambridge, Cambridge University Press, 2000.

SHA/HRA /Hamîd A/hmad, *Ma/sra' al-ibtisâm: suqû/t mashrû' al-dawla al-islâmiyya fî al-Yaman (1938–1948)*, San 'a, al-Markaz al-yamanî li-l-dirâsât al-istrâtîjiyya, 1998.

### **For an article**

MOLYNEUX Maxime, “Family reform in socialist states: The hidden agenda”, *Feminist Review* No. 21 (Winter), 1985, p. 47-64.

NICOLLE David, “Horse armour in the medieval Islamic Middle East”, *Arabian Humanities* [Online], n° 8, § 7-9, 2017, accessed on 7 Dec. 2017, URL: <http://cy.revues.org/3293>, DOI: 10.4000/cy.3293.

### **For a book chapter**

CHEVALIER Arnaud, DENTZER Jean-Marie & LEBLANC Jacques, « Techniques et systèmes d'acquisition de l'eau à Bosra : initiatives de groupes et pouvoirs politiques », in Mohamed Dbiyat & Michel Mouton (éds), *Stratégies d'acquisition de l'eau et société au Moyen Orient depuis l'antiquité*, Beyrouth, Institut Français du Proche-Orient, (Bibliothèque archéologique et historique, 186), 2009, p. 107-132, URL : <https://books.openedition.org/ifpo/1323>.

## **7) Tables and illustrations**

It is recommended that illustrations be transmitted only in the following formats: PSD, PNG and TIFF without compression. Avoid compressed formats for the web with loss of quality (JPEG in particular).

Place the captions of the illustrations where you want them to appear in your text, and mention the photographic credit. Only public domain pictures or for which the authors have got permission to reproduce will be published. Please do not forget to mention in the text of your article precise references to the plate (numbered in roman numerals) and figure (numbered in Arab numerals).