Guidelines for Submission

The Malaysian Journal of Chinese Studies welcomes the submission of manuscripts that have not been published or submitted for publication in printed or electronic form. Manuscripts should be written in English and not exceeding 10,000 words including footnotes and references and submitted in Microsoft Word files in Times New Roman font, size 12. Authors are to obtain permission to reproduce copyright materials including tables, maps and diagrams and to include proper acknowledgements in the text. Reviews of books published in English or Chinese should not exceed 2,000 words in length. The book title, author, place of publication and publisher, year of publication, total number of pages and ISBN numbers are shown above the review. The full name and affiliation of the reviewer are placed at the bottom of the review.

The manuscript should be submitted according to the format below:

1. **Title Page:** to show the title of the paper, full name of author, with the family name in capital letters, institutional affiliation, full postal and e-mail addresses.

2. **Abstract:** In 200-300 words and a list of key words.

3. **Headings:** All headings should be clear and concise and follow a logical sequence. Avoid having more than three levels of headings.

4. **Illustrations:** All maps, graphs and other diagrams should be numbered consecutively as figures and black and white photographs as plates. All illustrations should be accompanied by brief captions and, wherever appropriate, acknowledgements of sources or copyright, and placed below the figures or plates. All illustrations should be reproducible to conform to a page size of 180cm x 240cm.

5. **Statistical Tables:** Tables are numbered consecutively and complete with appropriate captions. Source references, if any, must be stated. Measurements and statistics should be given in metric units.

6. **Citations:** References to sources should be cited in the text according to the (Author, year: pages) format. To cite a work of reference by three or more authors, state only the first author followed by *et al*. Different works by the same author and published in the same year, for example, 2010, should be stated as 2010a, 2010b and so on. Reference to authors with identical family names should include their initials, for example, Wang, G.W. 1991; Wang, L.C. 1991).

Citations of works in Chinese are stated as, for example, (Zhu Jie Qin/朱杰勤, 2008: 58-60). Citations based on personal communications should be stated as, for example, (Wang Gungwu, conversation with the author, Singapore, 8 June 2010).
7. **Notes:** Notes are used only for explanatory purposes and numbered consecutively in the text. All notes are placed at the end of the article and before the list of References.

8. **References:** The manuscript must include a list of works complete with bibliographic details and arranged alphabetically by author and placed under “References”. The format for listing publications is as follows:


(vi) Chinese sources: Titles in Chinese are to be shown in simplified characters and accompanied by a translation in English. These are listed separately and in alphabetical order according to the Pinyin system as follows:


Manuscripts may be addressed to the *Malaysian Journal of Chinese Studies* and sent by e-mail to imrs@newera.edu.my. Contributors of articles and book reviews will receive two copies of the journal and 20 free reprints.