

INSTRUCTIONS FOR CONTRIBUTORS
TO THE
HEBREW ANNUAL REVIEW

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1. The *Hebrew Annual Review* is a journal of studies in the areas of the Bible, Hebrew Language, and Hebrew Literature. Articles submitted to *HAR* must deal with these areas from a linguistic or literary point of view, rather than from an exclusively archaeological, historical, or religious perspective.

2. All material submitted for publication in *HAR* is expected to conform to the requirements of these instructions. If it departs from them in major ways, the MS may be returned to the author for retyping. It is assumed that submitted MSS are in *final form*.

3. Three copies of each MS should be submitted to the editor. The author should certify that the article has not been and is not being submitted to some other journal. Articles that have appeared in other languages should not be submitted in an English version to *HAR*.

4. All MSS should be accompanied by an abstract of 100–150 words which summarizes the main conclusions of the paper, and which may be typed at the beginning of each article.

5. All contributions to *HAR* must be in good standard English, and the American style of spelling is to be used.

6. The MS must be typewritten, on one side of the sheet only, on white paper of good quality, and on standard size paper (8½ × 11 inches, or 21½ × 28 cms). Do not use legal size paper or paper with a surface glazed for easy erasures. Typewriters with italic characters only or with small caps only should not be used.

7. All lines must be double-spaced, including those of footnotes and indented quotations.

8. Ample margins of at least 1¼ inches are to be left on all edges of the page.

9. Quotations in any language of five or more typewritten lines should be printed as a separate, indented paragraph (without opening and closing quotations marks). The same applies to poetry quotations of two verses or more.

10. In articles or critical notes discussing verses, the author should provide the reader with the text of the verse.

11. Respect for accuracy in verbatim quotations demands that the spelling, capitalization, punctuation, and abbreviations of the original publication be reproduced exactly, even if they differ from the *HAR* style. Should the quotation contain an error, this may be indicated by [*sic*] or [?].

12. When Hebrew citations or examples are given in the body of the article, use the following guidelines: (a) Whenever possible, use either phonemic or phonetic transcription or transliteration, as the case may require; (b) If use of Hebrew characters is a must, avoid using punctuation, if possible; (c) Use the vocalized Hebrew form only if the argument calls for it.

13. Whenever possible, non-transcribed and non-transliterated Hebrew words should be typewritten. If a Hebrew typewriter is not available, the author should write the words clearly and carefully in ink.

14. Hebrew words, whether given in Hebrew characters or not, should normally be accompanied by English translations, set in single quotation marks, at least at their first occurrence in the discussion. For example: *šulhān* 'table'.

15. Words to be printed in italics are to be underlined once (e.g., titles of books and periodicals, transliterations, foreign words).

16. Titles of biblical books are not to be italicized. Use the abbreviations for them (*without punctuation*), only when chapter and verse references follow. Thus: Gen 1:2; Exod 3:4–8, 11, 13. But "in Exodus 2 we find . . ." The colon should also be used in referring to the Mishnah (e.g., Mishnah, *Sanhedrin*, 2:4). Such references should ordinarily be included in the text itself, enclosed in parentheses. A footnote may be used for them only when they are numerous. Titles of tractates of the Mishnah should not be abbreviated.

17. Footnotes should be numbered consecutively, gathered at the end of the MS, and titled NOTES. Raised arabic numerals should follow the appropriate word in the text (and its punctuation, if any) to call attention to the note.

18. The footnotes at the end of the MS should be followed by a bibliographic list of *all* the works referred to in the body of the article and in the footnotes. This list should be titled BIBLIOGRAPHY, typed with double spacing, and conform to the method used in the following examples:

- Bach, E. 1964. *An Introduction to Transformation Grammars*. New York.
- . 1967. "Have and Be in English Syntax." *Language* 43:462–485.
- Blau, J. 1961. "Kivvûnîm uḥē^câyôt bēmeḥqar hattaḥbir." *Lěšonēnû* 25:96–110.
- Chomsky, N. 1966a. *Cartesian Linguistics*. New York.
- . 1966b. "Topics in the Theory of Generative Grammar." *Current Trends in Linguistics* III, pp. 1–60. Ed. T. E. Sebeok. The Hague.

19. Whenever possible, bibliographic references should be given within the body of the article rather than in a footnote. This should be done in the following manner:

"Levy-Bruhl (1916, p. 99) gives a persuasive example of this situation . . ."

"From what I understand of Smith's account (1962a, pp. 47–48) . . ."

Bibliographic references may be given in a footnote only if they are numerous or if the footnote contains, in addition to the bibliographic reference, some other comments related to the issue in question. For example:

28. This last situation is sometimes described by saying that nouns are 'inflected for persons' (see Mansey, 1969, p. 468). Frei (1939, p. 188) suggested that . . .

20. Titles of Hebrew books or articles should be transliterated, and need not be translated.

21. Titles of periodicals, reference works, and serials should be given in full, rather than in their abbreviated form. Thus:

Mann, T. W. 1971. "The Pillar of Cloud in the Red Sea Narrative." *Journal of Biblical Literature* 90: 15–30.

22. In the case of reprinted volumes, the date of the original publication is preferred.

23. For transliteration use the following method:

A. Consonants:

| | | | |
|---------------|---|---|---|
| ʔ | א | ḥ | ח |
| b | ב | ṭ | ט |
| b or <u>b</u> | ב | y | י |
| g | ג | k | כ |

| | | | |
|-----------------------|---|-----------------------|----|
| <i>g</i> or <i>g̲</i> | ג | <i>k</i> or <i>k̲</i> | כ |
| <i>d</i> | ד | <i>l</i> | ל |
| <i>d</i> or <i>d̲</i> | ד | <i>m</i> | מ |
| <i>h</i> | ה | <i>n</i> | נ |
| <i>v</i> or <i>w</i> | ו | <i>s</i> | ס |
| <i>z</i> | ז | ◌ ^c | צ |
| <i>p</i> | פ | <i>š</i> or <i>s</i> | ש |
| <i>p</i> or <i>p̲</i> | פ | <i>š̲</i> | שׁ |
| <i>c</i> or <i>š̲</i> | צ | <i>t</i> | ת |
| <i>q</i> | ק | <i>t</i> or <i>t̲</i> | ת |
| <i>r</i> | ר | | |

Notes:

- (a) *Dāgeš forte* is shown by doubling the consonant (e.g., *hammelek̲*).
- (b) *Mappîq* is indicated by *h* (e.g., *malkāh*).
- (c) The spirant form of *b*, *g*, *d*, *k*, *p*, *t* may or may not be indicated in non-Modern Hebrew citations.
- (d) In transliterating citations from Modern Hebrew, indicate the spirant form only for *b*, *k*, *p*, unless the argument also calls for the spirant forms of *g*, *d*, *t*.
- (e) Whenever a choice exists (e.g., *w* or *v*, *š* or *c*, *b* or *h̲*, etc.), select the symbol(s) which better serve(s) your needs. However, once you have made a choice, be consistent in its use.
- (f) The following symbols may be used to designate Proto-Semitic consonants that merged in Hebrew:
 $\theta[>š]$, $\delta[>z]$, $g[>^c]$, $h[>h]$, $\theta[>š]$, $\delta[>š]$.

B. Vowels:

| | | | |
|-------------------------------------|-----|--------------------------------------|-----|
| <i>ā</i> | אָ | <i>-e</i> (or <i>-eh</i>) | אֶ |
| <i>ā</i> (or <i>ā²</i>) | אֲ | <i>ě</i> | אֲ |
| <i>-ā</i> (or <i>-āh</i>) | אֶ- | <i>i</i> | אִ |
| <i>-āh</i> | אֶ- | <i>î</i> | אִי |
| <i>-āw</i> (or <i>-āyw</i>) | אֶ- | <i>ō</i> | אֹ |
| <i>a</i> | א | <i>ō</i> or (<i>ō²</i>) | אֹ |

| | | | |
|-------------------------|-------|-----------|-------|
| -ah | פֿאַ- | ō (or ōh) | פֿאָ- |
| ă <i>ḥataṭ-pataḥ</i> or | אַ | ô | אָ |
| ē | אֵ | o (qāṭān) | אֹ |
| ê | אֶ | ō | אָ |
| ē (or ē ²) | אֵי | u | אֹ |
| -ē (or -ēh) | פֿאַ- | û | אָ |
| e | אֶ | ě | אֶ |
| e (or ey) | אֶי | | |

Notes:

- (a) In transliterating citations from Modern Hebrew the author may use only the vowels *a, e, i, o, u, ě*, if, by so doing, his/her argument can still be adequately made.
- (b) Stress is usually not indicated. If really needed, use the acute for the primary and the grave for the secondary stress.

24. Use the following list of abbreviations of the names of the biblical books:

| | | | |
|---------|-------|------|---------|
| Gen | Isa | Nah | Ruth |
| Exod | Jer | Hab | Cant |
| Lev | Ezek | Zeph | Eccl |
| Num | Hos | Hag | Lam |
| Deut | Joel | Zech | Esth |
| Josh | Amos | Mal | Dan |
| Judg | Obad | Ps | Ezra |
| 1-2 Sam | Jonah | Job | Neh |
| 1-2 Kgs | Mic | Prov | 1-2 Chr |

25. *HAR* is issued once a year. MSS may be submitted after September 1 and should be postmarked no later than October 30 for consideration for the following volume.

26. All MSS should be sent to: The Editor, *Hebrew Annual Review*: The Ohio State University; Department of Judaic and Near Eastern Languages and Literatures; 1841 Millikin Road; Columbus, Ohio 43210; U.S.A.

