The
SHEFFIELD MANUAL

for AUTHORS & EDITORS
in BIBLICAL STUDIES

Second Edition

David J.A. Clines

CONTENTS

PREFACE TO THE SECOND EDITION

This second edition of the *Sheffield Manual for Authors and Editors in Biblical Studies* is an abbreviated version of the first edition, now out of print. The first edition was written specifically with the needs of Sheffield Academic Press in mind, whereas the present edition represents the style of Sheffield Phoenix Press, as a guide for its own authors and editors. As an online manual, it will be progressively developed and refined.

Why is a style manual necessary? When I first got into the business of academic publishing, I took the rather idealistic view that authors should be free to use whatever editing conventions they chose, and that publishers should not interfere with the way academic authors chose to present their work. But I soon came to realize that even academic authors cannot always be relied on to produce a technically perfect manuscript, and that the best of us can deliver manuscripts with many minor inconsistencies, misspellings, grammatical errors, verbal infelicities and the like. To decipher each author's system of writing bibliographic references in footnotes, for example, and then to ensure that the same system is used consistently throughout the article or the book is, I discovered, more troublesome than to develop a single system or housestyle and to apply that to every publication.

There are several different groups I have had in mind when composing this Manual, and I have tried as far as possible to distinguish what I imagine their needs to be. Many sets of needs overlap—for example, both authors and copy-editors need to have ready to hand extensive lists of abbreviations of the names of biblical books and of scholarly journals. It made sense therefore to combine the various kinds of material in one publication; but inevitably there will be not a little that is irrelevant to one kind of user or another, and I crave the indulgence of readers if some material is superfluous to their own needs.

This is a book of rules; and yet it has no authority, except for those employed by Sheffield Phoenix Press to execute those rules. For authors who are publishing with Sheffield Phoenix Press, it is an encouragement to conform their manuscript as far as possible to our housestyle, and a preview of the format in which their work may well be edited (in fact, we will usually not interfere with the style of a carefully prepared manuscript). For others, it is nothing but the exemplification of a style, and they can take it or leave it as they see fit. Many of the rules in this *Manual* are fundamentally arbitrary, it must be said. It is an arbitrary matter, for example, whether one refers to a biblical

text as Gen 12:1 or Gen xii 1 or Gn. 12.1 or Gen. 12,1 or any combination of these forms. On the other hand, there are rules in this *Manual* that concern issues of right and wrong, as absolute as any that may be encountered in a postmodern age. In spelling, for instance, though there are permitted variants, there is a definitive rightness; and although the rightness is no more than a social convention of our own day, none of us, author or editor or publisher, wants to offend against it. As with most matters that are dealt with in this *Manual*, the art in preparing a manuscript for publication is to conceal art: to create an unobserved smoothness and an invisible consistency that never draw attention to themselves.

A manual of this kind can never be made up from scratch, since the conventions of editing and publishing are rather conservative and traditional. No one wants to read a published book in which the editing standards are so novel and creative that they distract attention from the subject matter of the book itself. So this Manual too has antecedents. Its origins go back, in matters of editing, to Hart's *Rules for Compositors and Readers*, in matters of English style to Fowler's *Modern English Usage*, and in matters of spelling to *The Concise Oxford Dictionary*. These days, there are other authorities too, whose advice has always to be taken into account: principal among them are the *Chicago Manual of Style*, the most compendious of all our reference works, and Butcher's *Copy-Editing*, a helpful work in the Cambridge tradition. Since the first edition of this *Manual*, the field has been greatly benefited by the publication of the *SBL Handbook of Style*, though it must be noted that it ignores the existence of British English altogether. For spelling, our default reference work is now *Collins Dictionary*, which we value for its inclusion of both British and US spellings, and for its notation of the correct places in which any given word should be hyphenated (regrettably omitted from the latest edition).

So much for the editorial tradition in which Sheffield Phoenix Press stands. Perhaps Sheffield seems a little old-fashioned, writing (in British spelling) *mediaeval* rather than *medieval* and retaining 'pp.' and the like; but these are minor matters. What it really cares about is quality, and its editors know that, however difficult excellence and accuracy may be to achieve, there is only one standard at which authors and editors and publishers should aim: absolute perfection.

DJAC
19.6.2005

A. Housestyle

In this Section there are set out the conventions or housestyle adopted by Sheffield Phoenix Press for its books. Many of them are common to book publishers everywhere, others are more typical of British publishers in particular, and others are specific to Sheffield Phoenix Press.

When a carefully prepared manuscript reaches the Press, our copy-editors are not required to conform its style to our housestyle, but to accept as many of the author's conventions as we can. The conventions stated in this Manual nevertheless represent our preferences, and the standards to which our authors who are at an early stage of their work are asked to adhere.

1. THE STRUCTURE OF A BOOK

1.1   *Front matter* consists of the following elements, in this order:

> half-title
> pagelist of works by the same author
> title page
> bibliographical page
> Dedication (may be on bibliographical page)
> Table of Contents
> tables of plates, maps, illustrations
> Foreword
> Preface
> Acknowledgments
> Abbreviations
> List of Contributors
> Introduction.

The capitalized items in the list above form headings for their pages. When the Foreword, Preface and the like are referred to elsewhere in the book, the words are capitalized.

1.2   Not all of these elements may be needed in any particular book, but, if they are, this is the order in which they should appear. The half-title shows the title of the work (usually without the subtitle or the author's name), and information about the series in which it appears. A list of works by the same author (if required) appears on the first left-hand page, opposite the title page. The title page contains title, subtitle, author's name, publisher's name and date of publication. The Table of Contents page may be headed simply Contents. Acknowledgments and Abbreviations can begin on a left-hand page provided that they do not directly follow the Contents page(s). If they do, they should start on a right-hand page. The series title page, title page, Contents, Foreword, Preface, List of Contributors and Introduction all usually begin on right-hand pages. The Preface contains the author's personal statement of the origin of the book and personal thanks, and is usually signed with the author's name and a date. The Introduction is an introduction to the content of the book, and is not so personal as the Preface.

1.3   The *body* of the book is the text of the book proper. A book is almost invariably divided into chapters, chapters sometimes being grouped together in Parts. Parts are labelled

'Part A' or 'Part I' and so on; the name of the part has a page to itself (always a right-hand page, i.e. odd-numbered).

1.4   The first chapter in a book begins on a right-hand page, unless it follows a Part marker, in which case it begins on the next (left-hand) page. Following chapters begin on the next available page, even if that is a left-hand page. In some few cases, there may be special reasons why chapters must always begin on a right-hand page (for example, if offprints of articles have been promised to the authors of a volume of collected essays).

1.5   *Back matter* is arranged in the following order (not all elements may occur in any particular book, of course):

> Appendix(es)
> End-notes
> Bibliography
> Indexes.

Indexes are in the order:

> Biblical (and other ancient) References
> Subjects
> Authors.

Appendixes, Notes, Bibliography and Indexes can start on a left- or right-hand page.

2. GENERAL HOUSESTYLE RULES

2.1   *Copy-Editor's Responsibility*. A copy-editor should correct any error found in a manuscript: misspelling, missed or misplaced accents, wrong Greek accents and breathings, inaccurate Hebrew vowel pointing, incorrect biblical references (if noticed), etc. If the copy-editor believes that the author has used the wrong word, or is mistaken or illogical or unclear, the copy-editor is at liberty to query the point politely with the author. In such cases the copy-editor usually writes a query in the proof that will be sent to the author.

2.2   *Foreign scripts*. If there are foreign scripts in the manuscript, the Publishers will agree with the author whether they should be typeset as they stand or should be transliterated or otherwise modified (e.g. by removing the vocalization of Hebrew). Any transliteration of Greek or Hebrew used should conform to the housestyle.

2.3   *Foreign language quotations.* Sentences in a foreign language (e.g. German, French) quoted in the text of a book should be replaced by a translation; in exceptional cases the original can also be given in a footnote. There is no need for authors to translate quotations in footnotes. The purpose of this rule is to ensure that the author's argument can be followed by readers who do not know the foreign language in question.

2.4   *Gender-inclusive language*. Sheffield Phoenix Press is committed to the use of gender-inclusive (non-sexist) language. Authors are urged to avoid 'he' when women also are intended, and to write 'humankind' or 'humanity' or 'humans' for 'mankind'. Plurals often solve the problem neatly (so 'readers find their interest aroused' for 'the reader finds his interest aroused'). The formula 'he or she' should be avoided whenever possible, and 's/he' at all costs. 'Their' is acceptable as a singular pronoun (e.g. 'No one in their right mind'). If the author will not accept such alterations, the Press will not insist, but will make clear nevertheless that such is its stated policy and that the use of inclusive language is not a matter of indifference to it.

2.5   *Permissions*. Acquiring permission for lengthy quotations from other works is the responsibility of individual authors (authors are also responsible for payment of any fees for permissions). It is not necessary to acquire permission or to pay

a fee for use of up to 1000 words of the Revised Standard Version of the Bible (RSV), but the following wording is to be included on the bibliographic information page: 'The Scriptural quotations in this publication are from the Revised Standard Version of the Bible copyrighted 1971 and 1952 by the Division on Christian Education of the National Council of the Churches of Christ in the U.S.A.'

2.6 *Spelling and Punctuation Conventions.* Sheffield Phoenix Press, as an international publishing house, does not require authors to accommodate themselves to British style. In particular, US spellings and idioms are entirely acceptable, so long as the author is consistent. If an author wants to use US spelling, it does not matter that the author comes from some other part of the world than the USA. There is no objection to US spelling even in book titles. But blurbs and other editorial matter emanating from Sheffield Phoenix Press are always in British English.

3. Headings and Page Numbers

3.1   The hierarchy and positioning of headings is a matter of much importance. In general a book is divided into chapters, which are numbered with Arabic numerals, 1, 2, etc. If the chapters are grouped in Parts, a separate right-hand page is given to the words Part I, Part II (or Part A, Part B), etc., with the title of that Part in upper case and small capitals, and the number of the Part in Roman numerals or capital letters. The next chapter usually follows on the immediately following page (but see also §1.4).

3.2   The title of a chapter is centred, on the fifth line of the page. The wording of the title is usually in small caps, using upper and lower case (upper case for the initial letter of the first word and of all words that are not prepositions, pronouns, articles or conjunctions, following the rules for capitalization in §7).

3.3   If the author's name follows a chapter title or article title (as in collected works), there is a blank line under the title, and the author's name is set in upper and lower case, centred. Between the title (or author's name, if it is given) and the beginning of the text there are three blank lines.

3.4   There are several levels of heading. Text beginning under a heading is always ranged left, as is the opening paragraph of an article or chapter.

3.5   *The first level of heading* within a chapter will usually be centred, and may be numbered with an Arabic numeral in roman (not italic) type. The wording of the heading itself will usually be in upper and lower-case italics (upper case for the initial letter of the first word and all words that are not prepositions, pronouns, articles or conjunctions, following the rules for capitalization in §7. Headings are never ended by a full stop. Abbreviations are to be avoided in headings.

3.5.1   This first, major heading (and all other centred headings) should be separated from any preceding text by 1.5 line spaces and from the following text by 0.5 line space, as follows:

      1.5 >————
      1. *Introduction*
      0.5 >————

If a centred heading appears at the top of a page, a space of one

line (not 1.5 lines) should appear above it.

3.6   *The second level of heading (sub-heading)* is usually ranged left (as a 'shoulder head'). It is italicized in upper and lower case, and capitalized like main headings. It differs from main headings by being preceded by a single line space, without any spacing below it. If numbering the sub-sections will add clarity, the letters a., b., c., etc. (in roman, lower case) are used. Thus:

> 1>————
> a. *The Second-Level Heading*
> Text begins here.

3.7   *The third level of heading (sub-sub-heading)* is usually ranged left and may be preceded by a line space. This heading is also in italics, which may or may not be capitalized. If it is numbered, an Arabic numeral in roman is used, followed by a full stop. The sub-sub-heading is followed by a full stop and the text of the paragraph text runs on immediately. Thus:

> 1. *Sub-sub-heading.* Flush left, followed by text on the same line.

3.8   Where a second-level heading comes immediately after a first-level heading, it is separated from it by a space of half a line.

3.9   For a major division between paragraphs in the text, where no heading is required, a one-line space should be left, and the following paragraph should begin flush left. This method of indicating a major division in a chapter should be avoided on the whole, since if it happens that the paragraph after the division begins at the top of a page it is not evident that there has been a major division in the chapter.

3.10   *Running Heads.* The title of the book (or a shorter form of it) constitutes the running head for the left-hand pages of the book (except, of course, if a chapter begins on that page). The chapter heading (or a shorter form of it), preceded by the number (in Arabic numerals) of the chapter, constitutes the running head for the right-hand pages of each chapter (except, of course, if a chapter begins on that page). Running heads are never ended by a full stop. SPP does not generally use footers or drop folios (numbers at the foot of the page), even when there is no page number in a header, as with the first page of chapters. Page numbers appear at the top left of left-hand pages and the top right of right-hand pages. Abbreviations should be avoided in running heads.

3.11   Running heads should not appear on display pages in front matter or end matter (that is, on the half-title or series title

page, title page, bibliographical page, first pages of Contents, Foreword, Preface, Acknowledgments, table of plates, Abbreviations, List of Contributors, Introduction, Appendix, Bibliography, Indexes), or on the Part title, chapter opening, or any page containing *only* an illustration or a table. A page with lines of text as well as an illustration or a table should, however, have a running head. So should the second and following pages of Contents, Abbreviations, Preface, etc.

4. VERBAL STYLE

4.1   *'A' and 'an'*. Before an *h* that is pronounced, 'a' rather than 'an' is used. Thus

      a historian
      a hotel
      a harangue
      an honour
      an *h*
      a LXX reading (it is presumed that 'LXX' is pronounced
         'Septuagint')

4.2   **'***American.***'** Authors are asked to avoid using this term when the reference is specifically to the USA. This Manual, for example, refers always to 'US spelling'.

4.3   *Brackets (US 'Parentheses')*. Brackets within brackets are square. The use of brackets is a matter of punctuation that is conformed to our housestyle regardless of how it stands in the original that is being quoted. Even round brackets (parentheses) within the title of a book or article become square brackets inside round brackets; thus

      G.H. Jones ('The Decree of Yahweh [Ps. ii 7]', *VT* 15 [1965], pp.
         336-44)
      (e.g. J. Cheryl Exum, *Fragmented Women: Feminist [Sub]versions*
         of Biblical Narratives)

The major exception to this rule is that square brackets indicating material inserted into a quotation by the author quoting (as with [*sic*], §4.26) stay in square brackets.

4.4   *'But' at the Beginning of a Sentence.* 'But' or 'Yet' at the beginning of a sentence should not usually be followed by a comma. Nevertheless, the following sentence is correct, since the intervening phrase is rightly separated off from the rest of the sentence by commas before and after it:

      But, according to Pfeiffer, this failed.

4.5   *Comma.* Misleading juxtapositions through absence of a comma should be corrected:

      not As the eschatological Lord Jesus is presented . . .
      but As the eschatological Lord, Jesus is presented . . .

4.6   *Dates*. SAP's housestyle, as a matter of principle, is to use the abbreviations BCE and CE (Before the Common Era, Common Era) with year numbers rather than BC and AD. But the BC, AD style may be used if the author feels strongly about it. Note that both BCE and CE follow the year number. Other styles for dates include:

24 April 1990	during the fifties and
in the 1960s	sixties
the class of '89	13,500 BP (before the
the nineteenth century	present)

4.7   *E.g.* Sentences within the body of the text should never begin with 'e.g.', and 'e.g.' is usually permissible in the body of the text only if it introduces a list or if it is within brackets. A footnote can begin 'e.g.' if the footnote is not a complete sentence:

> 1. E.g. Smith 1982: 252.
> 2. For example, Smith (1982: 252) agrees.
> 3. See, e.g., Smith 1982: 252.

4.8   *Equals.* The equals sign (=) should be used sparingly. For giving translational equivalents, the simple comma is preferable, e.g.

> *das Mädchen*, 'the young girl'

The equals sign (=) is preceded and followed by a space (but there is no space between an opening bracket and an equals sign). The equals sign should not be used as a verb meaning 'equals'.

4.9   *Etc.* is an abbreviation of *et cetera*, 'and other things' (etc. is not italicized, but *et cetera* is italicized if written in full). At the end of a list of persons, write *et al*. (*et alii*, 'and other persons').

4.10   *Festschrift*. The term Festschrift should be used in this form (not in the abbreviation FS) and it should not be in italics.

4.11   *Footnotes to Titles*. A footnote to the title of an article or a chapter is marked with an asterisk, not a footnote number.

4.12   *Foreign Words*. A foreign word in English text should be in italics or (sometimes) in inverted commas, but not both. A general rule is that foreign words that are now part of standard English usage need not be italicized, but it is hard always to know what counts as standard English usage. We italicize *et al.*, *redaktionsgeschichtlich, enfant terrible, q.v., Sitz im Leben*, but do not italicize i.e., e.g., per se, contra, etc., vis-à-vis, inter alia. Note that in Section B of this Manual there is a checklist of

Spellings, Capitalizations and Abbreviations and Italicizations (§23).

4.13   *'Heathen' and 'pagan'.* These terms are felt by many to carry a negative connotation, and should be avoided.

4.14   *'However': Its Punctuation.* At the beginning of a sentence 'However' should normally be followed by a comma; within a sentence, it is preceded and followed by a comma in US style, by not usually in British style.

4.15   *'I' and 'We'.* Authors are urged not to refer to themselves as 'we'. 'We' is appropriate if it means 'I, the author, and you, the reader'; so 'as we have seen' is usually correct because the author can reasonably assume that the reader has seen what the author has shown; but 'as we have argued' is incorrect, because it is the author, not the reader, who is doing the arguing. Though this is a matter of principle with the Press, the rule is, as with all changes to the author's wording, that if the author is unwilling to accept the Press's style, we accede to the author.

4.16   *'Infer' and 'imply'.* 'Infer' means 'draw an inference, conclusion'; 'imply' means 'put an inference, conclusion into a sentence'. Usually it is authors who imply, readers who infer.

4.17   *Inverted Commas (Quotes).* Inverted commas are used with a word that is referring to the concept denoted by the word:

> The term 'love' is infrequent.
> We should translate it 'give'.

But in the following it is not the *term* 'love' that is spoken of but the *concept* of love, and so inverted commas are not required:

> Now three things remain: faith, hope and love.

4.18   *Numerals.* Numerals are usually written out in full when they are ten or below, when they begin a sentence and when they are an even hundred, thousand, million, etc. But in references, series, tables or large groups or numerals it is better to have consistency than to follow the rule (thus 'He was to wait 7, 14 or 21 days'). The numbers of centuries should always be written out in full: first century, tenth century, etc. Years BCE or BP (Before the Present) have no comma if less than 10,000; thus 6000 BCE, but 10,000 BCE, 26,500 BP.

4.19   *Numerals, Roman.* Roman numerals should normally be used only for volume numbers of modern books (numbers of journal issues should be Arabic). Thus

> Strack–Billerbeck, *Kommentar*, II, pp. 295-98
> *TDNT*, IV, p. 230
> but Josephus, *Wars* 2.394
> Chapter 4
> *JBL* 79 (1981).

References to ancient authors should not use Roman numerals (thus 4Q212 3.5; *Baal* 1.2.34-39). But reference to plays should follow the usual format for acts, scenes and lines (thus *King Lear* II.iii.23).

4.20 *Numerals, Separated by Hyphen*. When first and last numbers are separated by a hyphen (e.g. for page references), only the last two digits of the second number should be given, except when the first of the two would then be a zero: thus Jones, pp. 153-79; but Smith, pp. 105-107. The main exception to this rule is with years BCE, where all digits are given, e.g. 590–502 BCE. This is not the case for years CE or AD, e.g. AD 470–90. (Note the use of the en-dash between year numbers, but of the simple hyphen between page numbers.)

4.21 *Only*. 'Only' should always be immediately before the word or phrase it modifies.

4.22 *Page Numbers*. Page numbers are given in the form 'pp. 236-27, 401-405'. The use of 'f.', 'ff.' or '*et seq.*' is to be avoided as far as possible.

4.23 *Possessives*. For possessives of proper names ending in a (pronounced) *s* or another sibilant add 's, e.g. Childs's *Intro-duction*, Jones's views. The exception is for ancient names ending in *s* pronounced (even if not universally) as *z* (Sophocles', Moses', Jesus'; but Josephus's). Write Descartes', Barthes', since the final *s* is not pronounced.

4.24 *'Re'*. This term should not be used except in legal reports. One should not write 'the data re Jerusalem', but 'about', or 'concerning'.

4.25 *'Same'*. 'Same' should not be used as a mere reference back to a previous noun, as in 'the nature of regional trade, and the degree of centralization of same'. In that sentence, one should replace it by 'that trade'.

4.26 *Sic*. When *sic* is used to signal some error or noteworthy oddity in a quoted passage, the style is [*sic*], i.e. within square brackets (because here the author of our book is inserting a word into the text of the quotation) and in italics. An exclamation mark after *sic* is unnecessary.

4.27 *Singular and Plural in Reference to Verses and Chapters*. A

block of verses (such as 1.3-5) or of chapters counts as a single unit; so a singular verb is used, e.g.

> 2.1 uses this term, while 2.4-14 lacks it altogether.

4.28 *Split Infinitives.* It is preferable to avoid split infinitives (e.g. 'to boldly go') when possible, that is, when the adverb can sit equally well either side of the infinitive (it may even go well elsewhere in the clause); but there are occasions when a split infinitive is not only allowable but necessary.

4.29 *Stroke.* A stroke (US 'slash') usually indicates an *alternative*. So in year dates, for example, write 1969–70, not 1969/70. But years that include parts of two calendar years, such as (in some parts of the world) financial years and academic years, are conventionally called 1989/90, etc.

4.30 *'Unique'.* This term is not to be qualified; 'very unique' or 'rather unique' should be simply 'unique'—or else not 'unique' at all.

4.30 *'Versus'.* The word 'versus' is written in full unless imitating the competitive style: Paul vs. Peter, as if it were a boxing match. The form 'vs.' is, however, acceptable in indexes.

4.32 *'Which' and 'that'.* The simplest rule for distinguishing these two relative pronouns is this: 'which' begins a descriptive clause, 'that' a defining clause. 'This is the house that Jack built' *defines* the house as the one built by Jack; 'This is the house which Jack built' *describes* the house further. Another example: 'The police stopped the first car that was driven by a woman' (they were looking for a car driven by a woman); 'The police stopped the first car which was driven by a woman' (the first car that came along happened to be driven by a woman). 'Which' clauses could in principle always be preceded by a comma; they give additional information. 'That' clauses cannot be preceded by a comma because they are an essential part of the definition of their antecedent.

5. SPELLING

5.1 SPP always uses British spelling, except for books and articles whose author has elected to use US spelling. If there is more than one author in a work, both British and US spelling may be used.

5.2 Any doubts about spelling that are not addressed by this Manual are to be resolved by recourse in the first place to *Collins English Dictionary* and in the second place to the *Oxford English Dictionary* and (in the case of US spellings) to *Webster's College Dictionary* or the *Merriam–Webster Online Dictionary*.

5.3 The Press uses the -ize ending (one of the standard British spellings), not -ise, except in the case of certain words that must be spelled (both in British and in US spelling) with -ise, e.g. advertise, compromise, enterprise, prise, advise, exercise.

5.4 There is in Section B of this Manual a checklist of spellings, capitalizations, abbreviations and italicizations (§23). As far as spellings are concerned, note the following forms as SPP's standards:

> acknowledgment, judgment, abridgment
> among, while (*not* amongst, whilst)
> analyse (but analyze in US spelling)
> dependant (noun), dependent (adj.)
> first, secondly, *or* first, second (but not *firstly*)
> focuses, focused, focusing (*not* focusses, etc.; both in British and US spelg)
> interpretative (but interpretive in US spelling)
> Lukan, Markan
> mediaeval, archaeology, primaeval, Judaean, Matthaean, Galilaean, Maccabaean, Hasmonaean, Graeco-Roman (in British spelling)
> medieval, primeval, etc., but archaeology (in US spelling)
> Muslim (not Moslem)
> *Sitz im Leben* (not hyphenated)
> with regard to (*not* with regards to)

5.5 The German double s (ß, *Eszett*) is used only in a quotation in German (not, for example, in a German proper name that occurs in an English sentence or as a word in the title of a book or a journal).

5.6 *Biblical Book Names*. In a few cases, more than one name of a biblical book exists; the author's preference is followed.

Thus

> Ecclesiastes *or* Qoheleth
> Sirach *or* Ben Sira *or* Ben Sirach *or* Ecclesiasticus
> Song of Songs *or* Canticles

But 'S.' or 'St' with the names of books of the New Testament (e.g. St Matthew, The Epistle of S. Paul to the Romans) is to be avoided. For abbreviations of biblical book names, see Section B of this Manual, §15.2.

5.7 *Hebrew Letters*. The Hebrew letters are spelled aleph (*or* 'aleph), beth, gimel, daleth, he, waw, zayin, ḥeth (*or* heth), ṭeth (*or* teth), yod, kaph, lamedh, mem, nun, samekh, ayin (*or* 'ayin), pe, ṣade (*or* sade), qoph, resh, sin, shin, taw. They are written in roman type. The terms *kethib* and *qere* are thus spelled, and written in italic.

5.8 *Hebrew Grammatical Terms*. The names of the Hebrew verb conjugations (voices, *binyanim*) are spelled thus: qal, niphal, piel, pual, hiphil, hophal, hithpael, polel, polal, etc. (abbreviated qal, ni., pi., pu., hi., ho., htp., pol., polal, etc.).

6. PUNCTUATION

6.1   *Comma*. A comma at the beginning of a phrase or clause should usually be balanced by a closing comma—though not of course if the phrase or clause begins or concludes the sentence. Thus:

> It seems clear that, considering the circumstances, she was justified.
> If he spoke, he always suggested.
> He never argued, even if he was right.
> For a better analysis, see… [a form of words especially common in footnotes].

6.2   A comma should not come between the subject of a sentence and its verb—unless parenthetical material intervenes, e.g.

> The man, who came from France, told me…
> *not* The man who came from France, told me…

6.3   In British spelling, in a series of three of more items, the last item, if connected by 'and', is not preceded by a comma, unless ambiguity would be created otherwise, or unless the items are of unequal length, or unless a pause is intended, e.g.

> Tom, Dick and Harry
> faith, hope and love
> *but* the trial of faith, the experience of hope, and love
> *and* They had no time to stop, and stare, and listen.

In US spelling the norm is 'Tom, Dick, and Harry'.

6.4   In a series of items in which the comma is needed within particular items, the items themselves can be separated by semicolons. Thus

> She wrote many complex, convoluted papers; seven lengthy, difficult books; and a host of breezy, intimate letters.

6.5   Before quoted words, a comma is usually the correct punctuation. Thus

> He says, 'You are God's children'.
> *not* He says: 'You are God's children'.

But before an indented quotation a colon is often acceptable.

6.6   *Quotation Marks.* In British style, Quotations, whether of single words, phrases or sentences, should be enclosed in single quotation marks. Double quotation marks are used only for quotations within quotations. In US style, double quotation marks (quotes) are the norm, and single quotation marks are used for quotations within quotations.

6.7   In British style, a closing quotation mark comes before the closing punctuation of a sentence unless the sentence began within the quotation. For example,

> Jones maintains that 'there is no case for a "Son of Man" title in Judaism. It rests on a misunderstanding.'

In US style, a closing quotation mark follows the closing punctuation of the sentence.

6.8   After a question mark or exclamation mark and closing quotation mark, further punctuation is usually unnecessary (though in a bibliographic or footnote entry, the punctuation may well be needed). Thus

> '… and that is how he left it!'
> J.H. Smith, 'Does God Love People?', *Faith* 17 (1977),
>   pp. 10-22.
> Said Cain, 'Are you my brother's keeper?' (Gen. 4.6).
> Was it Cain who said, 'Are you my brother's keeper?'?

6.9   *Brackets*. References to page numbers, biblical texts and the like within a sentence should be enclosed in brackets (US parentheses). Thus

> As Brown remarks (p. 37)...
> The words reappear later (v. 29).

6.10   Brackets within brackets are square. But sometimes, so as to avoid brackets within brackets, a comma may be used to introduce a reference of this kind; thus

> The principal characters in this chapter (Moses, 12.1) and the next (Aaron, 13.2) …

6.11   *Verse Numbers* As a rule, verse numbers are separated from one another by a comma, chapter and verse numbers by a full stop, and chapter numbers from one another by a semicolon. But the semicolon should be avoided when the numbers form part of the normal flow of the sentence and the semicolon could consequently be misunderstood as a major punctuation mark for the sentence itself. Thus

> Many psalms have headings (e.g. Pss. 42–49; 84–85; 87–88;

> 95).
> The following psalms have headings: Pss. 42–49, 84–85 and
>   87–88.

6.12   *Colon.* The function of a colon is to introduce a list or other matter that elaborates what precedes:

> These are the requirements for a bishop: temperance,
>   dignity, hospitality …
> The saying is sure: If anyone desires the office of a bishop …

A colon may be followed by a capitalized word only if that word begins a complete sentence (or, of course, is a proper noun).

6.13   A colon is not used in British style to separate biblical chapter and verse numbers (a full stop is used instead), but it is so used in US style. A colon is not used after the introduction to a quotation in a normal sentence (a comma is used instead; but see §6.5 above). A colon is commonly used to introduce an indented quotation.

6.14   In a table and where the layout shows that certain words are a heading, there is usually no need for colons at the end of the headings.

6.15   *Semicolon.* A semicolon is used between independent clauses in a sentence, that is, between clauses that are not joined by a conjunction. For example,

> The point cannot be proved; evidence is entirely lacking.

6.16   The semicolon can also be used to separate items in a series if the items themselves include commas (see §6.4 above).

6.17   *No Comma.* In British English, no comma follows 'i.e.' or 'e.g.', though their full forms ('that is', 'for example') require a following comma. In US spelling, a comma is normal after 'i.e.' or 'e.g.' No comma follows 'viz.' nor its full form, 'namely'.

6.18   *Section Mark.* The section or paragraph mark (§) is followed immediately (without a space) by a number or letter.

7. CAPITALIZATION

7.1   *Capitalization within Sentences*
The capitalization of words in titles of books and articles is dealt with below (§§7.13-15). In what immediately follows (in §§6.2-15) the issue is capitalization within sentences, whether in the text of a book or article or in footnotes.

7.2   Capitalize Bible, Torah (in reference to the five books of Moses), Scripture, Gospel (in reference to one of the four Gospels), Septuagint(al), Pentateuch(al), Epistles, Jewish, Gentile, Hellenistic, Semitic, Christology, Holy Spirit, the Spirit (in reference to the Holy Spirit), Messiah (when used as a proper name), Psalms (in reference to the book of Psalms), Psalm 23 (etc.), Second Temple.

7.3   Do not capitalize biblical, scriptural, gospel (the preached gospel), christological(ly), messiah (when used as a common noun), messianic, rabbinic, psalm (as in 'many psalms', 'this psalm'), book (as in 'book of Amos').

7.4   Capitalize King David; but David the king, the king of Israel.

7.5   Pronouns referring to God are not capitalized.

7.6   Write 'ancient Near East', not 'Ancient Near East'.

7.7   In Greek, only proper names are capitalized. Even as the first word in an English sentence, a Greek word, even if it is in transliteration, is not capitalized unless it is a proper name.

7.8   Compound (hyphenated) words are capitalized thus: The second element is capitalized if it is a noun, but not if it is a participle modifying the first element or if the compound is a single word. Thus
      Twentieth-Century Literature
      Bird's-Eye and Worm's-Eye Views of Justice
      The Non-Christian Religions
      The Vice-President
      English-speaking Peoples
      The President-elect
      A Re-evaluation
      Tele-ordering

If the first element is capitalized only because it is the first word of the sentence, the second element is not capitalized. Thus

> The Task of a Copy-Editor
> Copy-editors should …

7.9   Roman page numbers should not be capitalized (even if they are printed as capitals in a publication that is being cited), e.g.

> pp. c-cxi [*not* C-CXI]

7.10   In German, all nouns are capitalized, but no other words except the first in a sentence (e.g. *Zeitschrift für die alttestamentliche Wissenschaft*). But note, exceptionally, *Das Altes Testament*, *Das Neues Testament*.

7.11   In French, only the first word in a sentence and proper names are capitalized. In the names of institutions and journals only the first noun has a capital:

> l'Académie française
> Revue ecclésiastique

7.12   Capital letters in French do not normally take an accent. However, where the names of authors are given in capitals, in a catalogue, for example, the accent is retained (otherwise, the correct spelling might not be known to the reader).

7.13   *Capitalization in the Titles of Books and Articles*
For capitalization of titles in footnotes, bibliography and elsewhere, the rule is that in English the initial letter of the first word and of all nouns, adjectives, verbs (including auxiliary verbs) and adverbs should be capitalized but the initial letters of possessive pronouns, prepositions, articles and conjunctions are not, as a rule (note *In Memory of Her* but *In Memory of her Life*). This capitalization should be carried out regardless of the style of capitalization used by the publication being quoted.

7.14   A sentence or part of a sentence that appears in a title is capitalized as a sentence; thus

> '"I have perfumed my bed with myrrh": The Foreign Woman in Proverbs 1–9'

7.15   In the titles of books and articles in other languages, only proper names and the first word of the title and sub-title are capitalized. Note that terms for 'Old Testament' and the like are proper names. Thus

> *Les institutions de l'Ancien Testament*
> *Lexicon in Veteris Testamenti libros*
> *Lezioni di linguistica semitica*

8. ABBREVIATIONS

8.1   This Section deals with the principles of abbreviations. For full reference lists of abbreviations in different categories, see §§15–16 below. There will be found lists of abbreviations of the names of biblical books, of the pseudepigrapha and early Christian writings, of the works of Philo and Josephus, of the Dead Sea Scrolls, of the rabbinic writings (Mishnah, Talmud, etc.) and of the Gnostic Nag Hammadi tractates. There also is an extensive list of abbreviations of reference works, periodicals and serials.

8.2   *Abbreviations and Contractions.* Distinguish between abbreviations proper (e.g. Gen., fig., ed.) and contractions (e.g. Jn, Dr). A contraction is a form in which the last letter is the final letter of the word as spelled in full. Abbreviations end with a full stop (period), contractions without a full stop. The plural of an abbreviation is treated as an abbreviation, even if its last letter is the same as the last letter of the full word (thus eds., figs.). For example:

> Gen., vol., vols., ed., eds., fig., figs.
> Mr, Dr, edn, Jn, Mk, 1 Kgs

8.3   An exception to the above rule is the case of abbreviations of metric measure (e.g., km, m, kg), which never end with a full stop.

8.4   SPP style tends to avoid full stops in acronyms and similar short forms; thus

> SBL, NEH, SNTS, SPCK, SCM, am, pm, PhD

8.5   'That is' and 'for example' should be written out in full in the body of the text unless they precede a list or are within brackets, in which case 'i.e.' and 'e.g.' are to be used. After 'i.e.' and 'e.g.' there is in British style no comma, unless one precedes, but in US style a comma is normal; after 'viz.' there is no comma. Thus

> That is, for example, the cause … [*not* That is, e.g., the cause]
> Some scholars, e.g. Bultmann, Bornkamm, Brown, have argued …
> Some scholars (e.g. Bultmann, Bornkamm, Brown) have argued …
> Some scholars (e.g. Bultmann) have argued …
> Some scholars, for example, Bultmann, have argued …

See, e.g., Smith 1982: 155 [*not* See, e.g. Smith 1982: 155]

8.6   *Names of Biblical Books*. The names of biblical books are spelled out in full, except when chapter *and* verse number(s) are given; thus Genesis 11, Genesis 11–12, but Gen. 11.1. The exception to this rule is in footnotes and in brackets in the main text, where the abbreviated form is used even if only the chapter number is given. The names of biblical books are not abbreviated in display material, including book and chapter titles, sub-headings, or the Table of Contents.

8.7   *Biblical Chapter and Verse.* The words 'chapter' and 'verse' in biblical references are abbreviated to ch. (plural chs.) and v. (plural vv.), except at the beginning of a sentence, where they are written out in full.

8.8   *Chapter and Verse (etc.) in Other Ancient Sources*. References to books and chapters, etc., in ancient authors use Arabic numerals with a full stop (period) between book and line, chapter and paragraph, etc. Thus Homer, *Iliad* 20.317; Josephus, *Ant*. 5.223. The author's name is followed by a comma, as is normal for modern authors also. The author's name should not be abbreviated; thus

Aristotle, *Eth.*
not Arist. *Eth.*

There is no comma between the name of the ancient work and the number reference, on the analogy of biblical references (e.g. Gen. 12.21; *Iliad* 20.317).

8.9   *References to the Talmud.* References to the Talmud are always of the form *Ber*. 12a; *Sanh*. 37b (the letters referring to the recto and verso of the page of the standard edition). If there is no indication to the contrary, it can be assumed that the reference is to the Babylonian Talmud. If there are in the vicinity references also to the Palestinian Talmud (also known as the Jerusalem Talmud), it is necessary to distinguish between the Babylonian and Palestinian Talmuds; the forms of citation are *b. Ber*. 12a, *y. Ber*. 12a.

8.10   *References to the Mishnah and Tosefta*. Mishnah references are always of the form *Ber*. 2.1; *Sanh.* 12.2 (i.e. abbreviated tractate name, chapter and verse). Tosefta references have the same form (e.g. *Ber*. 2.1; *Sanh.* 12.2). If it is necessary to distinguish between Mishnah and Tosefta references, the appropriate forms are: *m. Ber*. 2.1, *t. Ber*. 2.1. If *m.* does not precede a reference of this form, it is assumed that it is a reference to the Mishnah.

8.11   *Chapters in Modern Works*. References to the chapters in a

modern work should not be abbreviated. The word 'chapter' is capitalized if a number follows. Chapters are always referred to with Arabic numerals, even if, for design reasons, the number of the chapter may be spelled out at the head of the chapter proper, e.g. 'CHAPTER THREE'. Thus

> In Chapter 3 I will show; in the last chapter.

8.12 *Figures*. When a Figure or a Plate is referred to in the text, it is usual to spell the word 'Figure' or 'Plate' out in full (though if the term is to be much repeated, it is better to abbreviate it). In a reference within brackets (parentheses), the abbreviated form 'Fig.' or 'Pl.' should be used. As the title to a figure, the abbreviated form is used. When a figure has smaller elements, write, for example, Fig. 12a (*not* 12:a), or Fig. 7.15. For example,

> In Figure 2 there is set out …
> In Fig. 1 there is a list of dates, in Fig. 3 a map, in Fig. 4 …
> (see Fig. 2)
> Fig. 2 Location of Sites
> Pl. 6 View from the Air

8.13 *Measurements*. After numbers, a unit of measurement should be abbreviated in more technical material but spelled out in more literary contexts. For example,

> Jerusalem, c. 23 m. NW of Jericho …
> Jerusalem is more than 20 kilometres from the Dead Sea.

There is a space between the numeral and the unit, thus 23 km, not 23km.

8.14 *Not to Be Abbreviated*. The words University and Professor are never abbreviated (contrariwise, Dr as a title is never spelled out).

8.15 *Abbreviations without Full Stops*. Degrees, honours and ecclesiastical orders are without a full stop, e.g. MA, PhD, DPhil, OBE, SJ, OP. So too are abbreviations of United States state names, e.g. CA, AZ, PA, CT, DC.

8.16 *Abbreviations in Small Caps*. Abbreviations for Bible versions (e.g. KJV, AV, RSV, NRSV) and for eras (e.g. BCE, BC, CE, AD) are written in small caps, and without full stops.

8.17 *Abbreviations of Hebrew Terms*. The names of the Hebrew verb conjugations (voices, *binyanim*) are abbreviated thus: qal, ni., pi., pu., hi., ho., htp., pol., polal, etc. The abbreviated form is typically used after a Hebrew verb is cited, thus

> The hiphil of שׂכל usually has the sense …

Verbs with this sense are: שׂכל hi., חכם htp., etc.

8.18　*Common Abbreviations.* Following is a list of some commonly used abbreviations.

AAR (American Academy of Religion)
ad loc. (in the appropriate place)
am
BA
c. (not ca.), *circa* (about)
cf.
cu. in.
Dr
e.g.
esp.
etc.
Fig.
ft (foot, feet)
i.e.
ibid.
in., ins. (inch, inches)
Jr (Junior)
kg
lit.
m (metre)
m. (mile)
m² (square metre)
MA
MLA (Modern Languages Association)
Mr
n.p. (no place name

given)
NE
NEH (National Endowment for the Humanities)
NS (New Series)
NW
NY (New York state)
op. cit. [but its use is to be avoided]
OS (Old Series)
PhD
Pl. (Plate)
pm
q.v. (which see)
Revd
s.v. (*sub verbo)*
SBL (Society of Biblical Literature)
SE
SNTS (*Societas Novi Testamenti studiorum*)
SOTS (Society for Old Testament Study)
sq. in.
St
SW
UK
US, USA

A fuller Checklist of Spellings, Capitalizations, Abbreviations and Italicizations can be found in §23 below.

9. QUOTATIONS

9.1   *Quotation Marks*. For the position of quotation marks, see §15.6-8.

9.2   *Form of Quotations.* Quotations should follow the exact form of the original, including, for example, spellings, punctuation and the style of citation for biblical texts even if they deviate from SPP housestyle. Any material inserted into the quotation by the author citing the material is to be included within square brackets, round brackets (parentheses) being reserved for parenthetical material within the quotation itself.

9.3   *Indented Quotations.* Indented quotations are used for any quotations over four lines or 40 words. But this rule is not applied rigidly. For example, if an author is making three quotations in order to compare the views of three scholars, it would be wrong not to print them all in the same format even if one of them had fewer than 40 words. Indented quotations may also be used (occasionally) for smaller sections of material that are being highlighted, including one or two lines of poetry.

9.4   Indented quotations, like tabular matter, are to be avoided in footnotes whenever possible.

9.5   If an indented quotation ends with a reference to its source, the reference is in brackets (parentheses), and the closing punctuation usually falls outside the brackets, e.g.

> To be or not to be, that is the question (*Hamlet* IV.ii.2).
> *but* Where is your steadfast love of old? (Ps. 89.49).

9.6   *Ellipses*. Ellipses (three spaced full stops, or the typesetting character …) have spaces on either side. It is not usually correct to indicate any other punctuation when ellipses are used. Thus if a quoted sentence is abbreviated at a comma, only the ellipsis mark is needed (…); the form ', …' is usually wrong. When a quotation ends with an ellipsis, it is as if it ended with a full stop; so no punctuation is required after the closing quotation mark. Thus

> Rachel said, 'You have wronged me…'

9.7   All quotations are in the nature of things an extract from a longer text, so ellipses should not be used simply to indicate that in the original text there are preceding and following words. The marks of ellipsis should be reserved for occasions

when it is specially necessary to draw attention to that fact, or when the words quoted are self-evidently syntactically incomplete.

9.8   *Quotations of Greek and Hebrew.* Quotations of Greek and Hebrew are not marked with quotation marks, since their alphabets suffice to indicate that words are being quoted.

10. HYPHENS AND DASHES

10.1   There are four types of hyphen and dash: the hyphen proper (or hard hyphen, §10.2-6), the soft hyphen (§10.7-9), the en-dash (§10.10) and the em-dash (§10.11).

10.2   *The Hard Hyphen.* The hyphen proper (-) is used to break or join words, as in anti-disestablishmentarianism, right-hand margin, nineteenth-century scholarship. It is also used between page numbers, verse numbers, line numbers, volume and issue numbers: pp. 1-17, vv. 10-20, etc. Certain *compounds* require a hyphen: one-inch margin, three-year interval, one-year-old child, 14-feet-thick wall. But note the following correct forms: a 10 per cent increase, a 4 m thick wall; 'per cent' is never hyphenated, nor are abbreviations of metric measures.

10.3   *Hyphen in Compound Words.* Some examples of the use of the hyphen in compound words follow. For further examples, see the *Chicago Manual of Style*, pp. 176-81. *Collins English Dictionary* should be consulted for difficult examples.

> *with a prefix, to separate two identical vowels*: pre-existing, pre-empt, re-emphasized, re-excavated, re-evaluation, pre-exilic, anti-imperialist, semi-independent (*but* cooperative, cooperate)
>
> *(occasionally) with a prefix, to separate two identical consonants*: inter-regional, non-national
>
> *to separate a prefix from a capitalized noun or adjective*: anti-Hellenistic, pro-Jewish, post-Freudian, non-Davidic (also non-biblical)
>
> *to distinguish a compound word from a homonym*: re-cover, re-creation
>
> *to show which words in a chain of nouns and adjectives are most closely linked*: higher-level synthesis, site-size data, one-sided view, high-quality workmanship, nineteenth-century book (*but* high confidence-levels)

10.4   Examples of compound words that are not hyphenated are:

underused	postexilic
sociopolitical	microenvironments
macroeconomics	interdependence
infrastructure	

10.5   There is usually no hyphen between an adverb modifying an adjective or participle and the adjective or participle, thus

> loosely linked categories
> highly esteemed author
> newly discovered data

10.6   The exception is in the case of adverbs that do not end with *-ly* and that have the same form as an adjective, since they could be mistaken for the adjective, e.g.

> a well-known author
> a still-active scholar

10.7   *The Soft Hyphen*. All the foregoing are examples of 'hard' hyphens (i.e. hyphens that form part of the spelling of the word). 'Soft' hyphens are those that are used for dividing words at the end of lines.

10.8   *Rules for Soft Hyphenation*. This is an issue for the typesetter rather than the author, but the rules may as well be mentioned here. When words are divided by a hyphen at the end of a line, they are divided at the end of a syllable (the Microsoft Word program suggests word divisions that are usually acceptable). Words with syllables of one letter should not be divided after the one letter syllable; thus *reli-able*, not *relia-ble* (but *perme-able* is permissible). A hyphen after the second letter of a word (as is normally proposed by the hyphenation program of Microsoft Word) should normally be rejected when the first two letters are not a prefix, so *ad-dress* is usually not acceptable, but *un-ethical* is. The hyphenation of names and proper nouns is permissible, and if one is using Word's hyphenation program the option 'Hyphenate Capitalized Words' should be selected; but the hyphenation of capitalized words should be accepted only when a line is obviously rather loose.

10.9   The rules about soft hyphens given in §10.8 are not absolute; the priority should be given to the look of the page rather than to the observance of rules. Thus a loose line (with excessive space between words, or, worse still, space between letters) should be avoided at almost any cost (e.g. hyphenating *ad-dress*), while ending more than three successive lines with a hyphen or ending a paragraph with only the second half of a hyphenated word are equally undesirable.

10.10 *The en-dash*. The en-dash (–) is used to join otherwise separate elements, such as names (e.g. Ezra–Nehemiah, Luke–Acts), chapters (e.g. chs. 1–3, Jn 1.1–2.10), and year dates (e.g. 1940–45). The en-dash is to be used between all numbers except verse numbers, line numbers, page numbers and volume and issue numbers. An en-dash is also used when the first element does not modify the second. Thus Jewish–Christian tension (tension between Jews and Christians), but Jewish-Christian

author (an author who is both Jewish and Christian).

10.11 *The em-dash.* The em-dash (—) is a strong punctuation mark, beginning and/or ending a parenthetical statement within a sentence. Unless the parenthetical statement is at the very end of the sentence, the opening em-dash must be balanced by a closing em-dash (just as would be necessary if the punctuation used were a comma or a bracket).

11. BIBLIOGRAPHY

11.1 For books and articles cited in the Bibliography, it is required that authors should supply as complete publication information as is possible. Publication information includes the place and name of the publishing house, the complete page numbers of articles (even if reference is being made only to certain pages within the article), subtitles of books, series in which books are published, the name of the translator, etc. The capitalization and punctuation of the title of an article or book and of series names are conformed to SPP style (see under Capitalization, §7); everything else is reproduced exactly as it is found in the original source, even if this differs from SPP style. The reasons for conforming capitalization and punctuation to SPP style are (1) for the sake of consistency in the appearance of the Bibliography, and (2) because titles of books are normally set in display type, often without appropriate punctuation, so that it is not always possible to determine what the original edition intends the punctuation or capitalization to be.

11.2 *Books Cited in Bibliography.* The order of data in bibliographic information is the following (the form of the data is shown in brackets in the first column, and the proper punctuation is indicated in the second column):

Element of Bibliography	*followed by*
author(s), editor(s) (ed., eds.)	comma
title	opening round bracket
Festschrift dedicatee (e.g. Festschrift M. Noth)	semicolon
editor (ed.) (if there is an editor as well as an author)	semicolon
translator (trans.)	semicolon
series	comma
number in series	semicolon
number of volumes (e.g. 2 vols.)	semicolon
reprint status (repr.)	comma
place of publication	colon
publisher	comma
edition (e.g. 2nd edn, rev. edn)	comma
date	closing round bracket, full stop

11.3 Not all of these elements are appropriate for every book, of course, but the above is the order in which they should appear if they do exist. Books published before the nineteenth century frequently do not carry a publisher's name. Variations for bibliographies in the author–date system (sometimes known as the social-science style) are noted in §13.6.

11.4 *Articles and Chapters Cited in Bibliography.* Examples of Bibliography entries for articles and chapters in books are as follows:

> Brown, C., 'The "Son of Man" Debate', *NTS* 12 (1970), pp. 121-38.

> Hamerton-Kelly, R., and R. Scroggs (eds.), *Jews, Greeks and Christians: Religious Cultures in Late Antiquity* (Festschrift W.D. Davies; trans. J. Smith; SJLA, 21; Leiden: E.J. Brill, 2nd edn, 1976).

> Martyn, J.L., 'Have we Found Elijah?', in Hamerton-Kelly and Scroggs (eds.), *Jews, Greeks and Christians*, pp. 181-219.

11.5 *Author's Name.* The names of authors who are cited should be given in Bibliographies (as also in footnotes) in the form they themselves use (e.g. John X. Smith, A. Brown, III). The Press is dependent upon its authors for such information, and does not undertake to acquire information with which it has not been supplied. Some authors use only initials for the names of the authors they cite, and it is acceptable to retain that system. Nevertheless, it is the Press's principle that authors should be referred to by the form of name that they themselves prefer.

11.6 *Orders, etc.* Whether or not a religious order to which an author belongs is noted in a bibliography is at the discretion of the SPP author; preferably, the form of name used by the author being cited should be adopted. As far as SPP is concerned, both the following forms are acceptable, but consistency must be maintained throughout:

> Vaux, R. de, OP, *Les institutions de l'Ancien Testament*
> *or* Vaux, R. de, *Les institutions de l'Ancien Testament*
> Miller, Patrick D., Jr, *Genesis 1–11: Studies in Structure
>   and Theme*
> *or* Miller, Patrick D., *Genesis 1–11: Studies in Structure
>   and Theme*

11.7 *Format of Author's Name.* The format of an author's name in a Bibliography is: Smith, Alfred K. For a multi-authored work (or a work edited by more than one person), the format is:

> Smith, Alfred K., Mary Jones and Jane P. Isaacs

>   Smith, Alfred K., Mary Jones and Jane P. Isaacs (eds.)

For more than three authors or editors, it is permissible to use *et al.* after the first name, thus

>   Smith, Alfred K., *et al.*

11.8   In British style, no space separates initials, but there is a space between the last initial and the surname, e.g. A.B. Jones. In US style, there is a space between initials.

11.9   *Multiple Entries.* Multiple entries for an author may be arranged either in chronological or in alphabetical order, but the same principle should be used throughout the Bibliography. When there is more than one work by the same author, the second and subsequent entries begin with a em-dash (—), with no following space. An author's name should be repeated when the person is both author and editor of works, or when another person participates in the authorship or editing. Thus:

>   Brenner, Athalya, *Colour Terms in the Old Testament* (Sheffield: JSOT Press, 1982).
>   —*The Intercourse of Knowledge: On Gendering Desire and 'Sexuality' in the Hebrew Bible* (Leiden: E.J. Brill, 1996).
>   Brenner, Athalya (ed.), *Ruth and Esther* (Sheffield: Sheffield Academic Press, 1999).
>   —*Samuel and Kings: A Feminist Companion to the Bible* (Sheffield: Sheffield Academic Press, 2000).
>   Brenner, Athalya and Fokkelien van Dijk-Hemmes, *On Gendering Texts: Female and Male Voices in the Hebrew Bible* (Leiden: E.J. Brill, 1993).
>   Brenner, Athalya and Carole R. Fontaine (eds.), *Wisdom and Psalms* (Sheffield: Sheffield Academic Press, 1998).
>   Brenner, Athalya and Jan Willem van Henten (eds.), *Bible Translation on the Threshold of the Twenty-first Century: Authority, Reception, Culture and Religion* (London, Sheffield Academic Press, 2002),

11.10   *Editor's Name*. The name of the editor or editors should be given for works of multiple authorship, e.g. encyclopaedias, volumes of collected essays. Following the names of the editors is (ed.) or (eds.). When a book is cited with an author's name, it is normal that an editor's name is not mentioned (even though, in the case of books published in series, there is usually an editor as well as an author). Exceptional cases are when a book has been substantially revised or rewritten by an editor, who thereby participates in the role of author, or when a classic text is edited with an introduction. Thus

>   Heinrich Böll, *Bilder eines Lebens* (ed. Hans Scheurer; Cologne: Kiepenhauer & Witsch, 1997).
>   Lancelot Andrews, *Selected Writings* (ed. P.E. Hewison;

Manchester: Carcanet, 1997).

It would be equally acceptable, in the case of the second example, to write

> P.E. Hewison (ed.), *Lancelot Andrews: Selected Writings* (Manchester: Carcanet, 1997).

since it could well be argued that Lancelot Andrews never wrote a work entitled *Selected Writings*.

11.11 *Date of Publication.* The date used in bibliographic data is the copyright date of the original edition or of any subsequent edition that is being cited; the date of a reprint (that is, of an unaltered re-edition of the work) should not be given. In the case of two-volume works, the years of publication should be separated by a comma and space (e.g. 1969, 1971), and in the case of multi-volume works the years of publication should be separated by an en-dash (e.g. 1969–75). If only the date of the reprint is known write (for example) 'repr. 1977'. If the reprint is published by a publisher other than the original publisher, 'repr.' comes before the place of publication and the publisher's name.

11.12 *Title and Subtitle.* Between the title and subtitle of a book there is a colon, not a full stop (though occasionally a book has a more complicated title, and a full stop may be appropriate). This format is to be used for subtitles in any language. The subtitle begins with a capital letter. On the title page of printed books there is generally no punctuation between the main title and the subtitle, since the words are set out in display type rather than as a bibliographic entry. So some transformation of the original publication is necessary, and it is SPP's convention to use the semicolon between the main title and the subtitle.

11.13 *Book Series Name.* A series name is followed by a comma and the number in the series. A full stop is used to separate major and minor numbers, e.g. WUNT, 2.1.

11.14 *Volume Number.* A volume number (but not the number of volumes, e.g. 2 vols.) for a modern work is in Roman numerals. When a page number is also specified, the volume number is followed by a comma before the page number (preceded by p. or pp. in traditional style but not in author–date style), e.g.

> *TDNT*, III, p. 123 [not vol. 3]
> Jones 1982: II, 565

11.15 *Place of Publication.* Recognized English spellings of foreign cities are to be used: thus Cologne, Moscow, The Hague, Rome. But note that some places retain their foreign-

language spellings in English, e.g. Münster, Göttingen, Zürich. Either Munich or München is acceptable. See also the extensive list of publishers' names and places of publication in §18.

11.16 *More than One Place of Publication*. When a publisher has more than one office, only the first stated or the one presumed to be the head office is noted as the place of publication in the Bibliography and footnote references (see the list of Publishers' Names in Section B of this Manual [§18] for the correct place of publication of many publishers in biblical studies).

11.17 *State, County and Country Names*. The general rule is that names of states of the United States, of counties in England and Wales, and of countries are included after the place of publication for cities that would not normally be well known by scholars in the discipline. It is, of course, a matter of opinion whether a place of publication is well known. For the sake of consistency, SPP has made a set of decisions on the issue, and the List of Publishers in Section B of this Manual (§18) shows, in the case of most publishers who will be referred to in monographs on the Bible, which places of publication need to be followed by the name of the state, county or country. States of the United States are abbreviated with two letters in capitals (e.g. CA, PA, NY), and the names of other countries are written out in full (e.g. Hamilton, New Zealand). Cambridge, MA, should always be so designated, in order to distinguish it from Cambridge (England).

11.18 *Publisher's Name.* The name of a publisher includes 'Press' if it is part of the name, but not terms denoting the legal status of the company, such as Ltd or Co. or Inc. (except where listed in §18). Ideally, the name of a publisher should be exactly that given on the title page or bibliographical page; but it is acceptable for the surname alone of the publisher to be used, as long as there is consistency within a particular volume. For the correct form of the name of most publishers of scholarly books in biblical studies, see the list of Publishers' Names in Section B of this Manual (§18).

11.19 *More than One Publisher*. Where a book has been published by more than one publisher, the place and publisher of each edition is given if our author has supplied the information. Thus,

> Exeter: Paternoster Press; Grand Rapids: Eerdmans.

If the years of publication are different, the format is, for example:

> Exeter: Paternoster Press, 1969; Grand Rapids: Eerdmans, 1970.

11.20 *Journal Series.* Some journals have been issued in more than one series; the *Journal of Theological Studies*, for example, published vols. 1-50 in 1900–1949, and began a new series of volumes in 1950; *Jewish Quarterly Review* published vols. 1-20 in 1888–1908 and began a new series in 1910. In such cases, NS in small capitals should be used for volumes in the New Series, whether or not the author has noted the fact; thus

> John Smith, 'Hebron', *JTS* NS 21 (1970), pp. 1-8.

The notation OS for Old Series does not generally need to be used. *The Expositor* has several series, which should be referred to in the form: *The Expositor*, First Series 12 (1890), pp. 1-11.

11.21 *Issue Number.* For a journal that paginates its issues continuously through the year (e.g. *Journal of Biblical Literature*, *Vetus Testamentum*, *New Testament Studies* and most major scholarly journals), the issue number should not be given, only the volume number. When each issue number in a volume is separately paginated, the volume number and the issue number should be separated by a full stop; thus

> *Bible Today* 25.2 (1992), pp. 1-12

11.22 *Journal or Book?* Some journals and other serials sometimes bear the marks of a book. This is especially noticeable with *Supplements to Vetus Testamentum*, *Oudtestamentische Studiën* and *Semeia*. The general rule to follow is that if the book bears a book-like title, it is to be treated as a book; the name of the journal or serial is then treated as the name of a book series, which is set in roman type. If there is no book-like title, the serial is treated as a journal. Thus, for example

> M. Noth and D. Winton Thomas (eds.), *Wisdom in Israel and in the Ancient Near East, Presented to Professor Henry Harold Rowley…in Celebration of his Sixty-Fifth Birthday* (VTSup, 3; Leiden: E.J. Brill, 1955).

> G.I. Davies, 'Megiddo in the Period of the Judges', in *Crises and Perspectives: Studies in Ancient Near Eastern Polytheism, Biblical Theology, Palestinian Archaeology and Intertestamental Literature* (OTS, 24; Leiden: E.J. Brill, 1986), pp. 43-53.

> J. Simons, 'The "Table of Nations" (Gen. x): Its General Structure and Meaning", *OTS* 10 (1954), pp. 155-84.

> Vernon K. Robbins (ed.), *The Rhetoric of Pronouncement* (Semeia, 64; Atlanta: Scholars Press, 1994).

11.23 *Page Numbers.* Page numbers are preceded by p. or pp., following a comma and space, except in author–date style

where the page number follows a colon after the date of publication (§13.2). But even in author–date style, if a page number appears on its own (that is, without a year-date), p. or pp. is to be used.

11.24 *Column Numbers.* Certain journals and books number their columns, rather than their pages. Among the most frequently cited are *Theologische Literaturzeitung* and *Theologisches Handwörterbuch zum Alten Testament*. Col. and cols. must be used in these cases rather than p. and pp., of course.

11.25 *Reprint.* If an article or chapter is known to have been reprinted in an author's collected works or some other editor's collection, the fact may be indicated in brackets after the page numbers, with the same kind and order of information as a normal bibliographic entry. For example,

> James Barr, 'Philology and Exegesis', in C. Brekelmans (ed.), *Questions disputées d'Ancien Testament: Méthode et théologie* (BETL, 33; Gembloux: J. Duculot, 1974), pp. 39-61 (reprinted in James Barr, *Comparative Philology and the Text of the Old Testament, with Additions and Corrections* [Winona Lake, IN: Eisenbrauns, 1987], pp. 362-87).

11.26 *Book Review.* When a book review is an item in the Bibliography, the reviewer's name comes first, then 'review of', then the title of the book and accompanying bibliographical information, then 'by' followed by the author's name; thus

> Jeffrey T. Reed, review of *Paul, the Apostle to America: Cultural Trends and Pauline Scholarship* (Louisville: Westminster/John Knox Press, 1994), by Robert Jewett, in *JSNT* 63 (1996), pp. 125-26.

Note that quotation marks are not used for 'review of'.

12. FOOTNOTES

12.1   This section refers only to footnotes of the conventional style. For forms of reference using the author–date system, see §13.

12.2   *Authors' Names.* The form of bibliographic citations in footnotes is the same as in the Bibliography (§11), with one exception: in footnotes, authors' forenames or initials precede their surnames. Thus a footnote may begin

> Cf. Alfred K. Smith
> So Alfred K. Smith, Mary Jones and Jane Isaacs …

For four or more authors, mention only the name of the first author, and follow it with *et al*. with no preceding punctuation, e.g.

> Alfred K. Smith *et al*.

In British style, no space separates initials, but there is a space between the last initial and the surname, e.g. A.B. Jones. In US style, there is a space between each of the initials.

12.3   *Footnote Style for a Book.* Major elements in data about books are separated by semicolons or colons or commas, and all publication data are in brackets (see also §11.2), e.g.

> A.B. Jones, *Matthew* (JSNTSup, 24; Sheffield: JSOT Press, 2nd edn, 1984), p. 123.

12.4   *Footnote Style for a Multi-Volume Work.* One volume of a multi-volume work is cited thus (note that the volume number is in roman not in italics, but the main title and the sub-title are in italics):

> J.H. Charlesworth (ed.), *The Old Testament Pseudepigrapha*. I. *Apocalyptic Literature* (London: Darton, Longman & Todd, 1986).

12.5   *Footnote Style for a Chapter in a Collected Work*. A chapter in a collected work is cited thus:

> J.L. Martyn, 'Have we Found Elijah?', in R. Hamerton-Kelly and R. Scroggs (eds.), *Jews, Greeks and Christians: Religious Cultures in Late Antiquity* (Festschrift W.D. Davies; trans. J. Smith; SJLA, 21; Leiden: E.J. Brill, 2nd edn, 1976), pp. 181-219.

The word 'in' is used to separate the title of an article from the collected work in which it appears, in order to avoid confusion regarding authorship. It is not needed for dictionaries and other standard reference works that collect articles (e.g. *TDNT*, *IDB*, etc.). A chapter by another author in such a collected work should be accompanied at its first occurrence by a full citation of the work.

12.6   *Footnote Style for a Journal Article.* A journal article is cited thus:

> C. Brown, 'The "Son of Man" Debate', *NTS* 12 (1970), pp. 121-38 (125).

Full page numbers should be given for all articles that are cited. The principle is that it is the *article* that is cited, not just the page. If a specific page is being referred to, the page number is put within brackets after the full page range.

12.7   *Short Titles.* When a book, a chapter or an article is referred to again, after its first occurrence, the surname of the author followed by a short title form is used, thus:

> Jones, *Matthew.*
> Martyn, 'Have we Found Elijah?'
> Brown, 'The "Son of Man" Debate'.

Ibid. and *op. cit.* should not be used. *Idem* may be used only when several works by one author are cited sequentially in a single footnote.

12.8   *Reference to Notes.* If reference is being made to a footnote, the form is

> p. 23 n. 4
> p. 44 nn. 5, 7
> p. 55 note [if the footnote is not numbered]

12.9   *Bibliographic Reference in a Footnote Sentence.* Both the following forms are acceptable:

> Samuel Terrien, *Job: Poet of Existence* (Indianapolis: Bobbs–Merrill, 1957), p. 156, exposits such a reading.

> Samuel Terrien (*Job: Poet of Existence* [Indianapolis: Bobbs–Merrill, 1957], p. 156) exposits such a reading.

13. AUTHOR–DATE STYLE
('Social Science' or 'Harvard' Style)

13.1   The function of the author–date style of references is to reduce the need for footnotes, by embedding references to cited works in the text in abbreviated form (e.g. Brown 1980: 123). SPP's experience is that its authors of monographs and journal articles tend to use footnotes for rather more purposes than mere reference to works cited: a typical footnote includes extra material not suitable for the main text, or comments on the views of other authors cited in the footnote. So the author–date system is rarely the more appropriate system of notation.

13.2   *In the text*, the basic forms of reference in the author–date style are:

> (Brown 1980)
> (Brown 1980c)
> (Brown 1980: 23-25)
> (Brown 1980: 230 n. 2)
> (Brown 1980: Pl. 10)
> (Brown 1980: Ch. 3)
> (Brown 1980: II, 231).
> (Brown 1980: vol. 2) [if the whole volume is being referred to]
> (BDB, 61) [no colon is used when no date is given]

13.3   Note that there is no punctuation after the author's name and a space always follows the colon between the date and the page reference (which omits 'p.' or 'pp.').

13.4   Several works by the same author are cited by date only, the dates being separated by commas; when page numbers are given, the year dates are separated by semicolons:

> (Jones 1963, 1972a, 1986)
> (Jones 1963a: 10; 1972; 1986: 123)
> (Jones 1963a; 1972a: 156; Smith 1982)

13.5   *In Footnotes.* Footnotes may be used in author–date style, especially if there is too much material to include conveniently within the text without breaking up its flow. The first example below shows the form of the footnote if it contains only author–date references, the second if the author–date reference is included in a sentence:

> Smith 1982: 145; Jones 1980: 68; Clinebell 1968: 85; Taylor 1988: 55.

Smith (1982: 145) should be consulted for details.

13.6   *In Bibliography*. In the Bibliography, the basic forms of the author–date style are illustrated here:

> Jones, A.
>> 1963   *On Consistency* (Harvard Bibliographic Series, 9; 2 vols.; Cambridge, MA: Harvard University Press, 2nd edn).
>> 1980   *Second Thoughts on Consistency* (Cambridge: Cambridge University Press).
>> 1986a   '*Second Thoughts*: An Addendum', *Journal of Bibliographic Research* 30: 12-21.
>> 1986b   '*Second Thoughts*: A Further Addendum', *Journal of Bibliographic Research* 30: 332-45.
>
> Green, W.S. (ed.)
>> 1980   *Approaches to Ancient Judaism* (BJS, 9; Chico, CA: Scholars Press).
>
> Lichtenberg, H., and P. Smith
>> 1980   'Atonement and Sacrifice in the Qumran Community', in W.S. Green (ed.), *Approaches to Ancient Judaism* (BJS, 9; Chico, CA: Scholars Press): 159-71 [if this is the only article cited from this volume].
>
> Lichtenberg, H., and P. Smith
>> 1980   'Atonement and Sacrifice in the Qumran Community', in Green 1980: 159-71 [if more than one article is cited from the volume, the volume is listed under the editor's name as in the entry *s.v.* Green above].
>
> Charlesworth, James H. (ed.)
>> 1983, 1985 *The Old Testament Pseudepigrapha* (2 vols.; London: Darton, Longman & Todd).

13.7   The order of entries is by year; if there is more than one item from the same year, the dates are labelled a, b, c, etc. (e.g. 1963a, 1963b).

14. INDEXES

14.2 *Format of Indexes.* There is no standard format for the indexes of a book. The special character of each book has to be borne in mind when planning its indexes. For most monographs in biblical studies, however, it is usually desirable to have at least two indexes, one of authors cited, and one of biblical passages referred to. Whether there should also be an index of subjects is generally a matter to be decided between the author and the Press; it should be noted, however, that the Press cannot undertake to provide subject indexes, and an author who desires to have such an index must be wholly responsible for its preparation (marking on a copy of a proof the forms to be indexed and providing a list of index entries). Some books require an index of non-biblical ancient writings (whether as an independent index or as an appendage to the biblical references index). An author who desires such an index, or whose book requires such an index in the opinion of the Press, must expect to liaise closely with the Press in the preparation of that index, since specialist knowledge of the sources, which cannot necessarily be presumed of the Press's indexers, is often required.

14.3 *Page References.* In indexes, it is not the Press's custom to distinguish between continued discussion of a subject (often indexed, for example, as pp. 30-33), and a number of incidental references to a subject (often indexed as pp. 30, 31, 32, 33) (the distinction is observed by the *Chicago Manual of Style*, §18.9). SPP indexers write 'pp. 30-33' in both cases. However, if an author is embedding index entries in the text of a book and wishes to distinguish between incidental and continued reference, the automatic indexing procedure allows one to do so (consult the *User's Guide to Microsoft Word 5.0*, p. 535). *Passim* may be used in indexes to indicate very many references throughout the book.

14.4 *What is Indexed.* The Press's rule is that all references to the Bible or other literature are indexed, whether or not the passage is discussed in the text or the footnotes. (But if an author desires to and is willing to make a selection of the references to be indexed, the Press has no objection to that.) In the author index, only the names of authors are indexed, not those of editors, translators and the like (except in the case of a work for which no author's name but only an editor's name is given). In a subject index, an indexer should aim at making no

more than two or three entries per page; it is customary to index all proper names as well as important topics in such an index.

14.5   *What is Not Indexed*. The Preface is not usually indexed—at least, not if, as is usually the case, it is an account of how the book came to be written. But if the Preface is more like an Introduction, concerning the subject matter of the book itself, it is to be indexed. The footnotes or endnotes should be indexed exactly as the text is; there is no need to indicate that the reference is to a footnote. The Bibliography should not be indexed.

14.6   *Layout of Indexes.* In subject and author indexes, the subject or author cited is followed by a space and then the page numbers on which the reference appears. In indexes of biblical references, the chapter and verse numbers are followed by a tab, and then the page numbers on which the reference appears.

14.7   *Cross-Headings and Column Headings*. Cross-headings run across the whole page, and so across the two or three columns of the index; column headings are confined to their own column. So, for example, there may be in the References Index a section for the Pseudepigrapha. Whether the Pseudepigrapha will deserve a cross-heading all to themselves will depend upon how many references there are.

14.8   A cross-heading should be in small caps (e.g. PSEUD-EPIGRAPHA). Major column headings should also be in small caps, but most headings within columns should be in italics. Thus under a cross-heading 'RABBINIC AND OTHER JEWISH LITERATURE' there may be several column headings such as 'BABYLONIAN TALMUD', 'TOSEFTA', 'MIDRASHIM' and the like, and under 'BABYLONIAN TALMUD' the names of various tractates of the Talmud cited, in italics.

14.9   *Author Index*
The surname comes first, followed by a comma, and then the initials of the forenames (not the forenames themselves, even if they are given in the book proper). Initials are not separated by spaces. All the initials of an author are given in the Index.

14.10 *Names Beginning with Particles.* The rule for names beginning with particles such as de, von, etc., is this: when the author is from an English-speaking country, the particle comes first, e.g. Van Seters, J., De Vries, S.J. (even if the particle has a lower-case letter). If the author is not from an English-speaking country, the particle usually follows the name, e.g. Vaux, R. de. The main exception is that in French, when the particle consists of the article or a compound of the article it precedes the surname proper (thus Le Déaut, R.; Du Bellay, J.; in the case of La Fontaine, J. de, the article and the preposition are separate,

so only the article precedes the surname proper). Further details may be found in Butcher, *Copy-Editing*, p. 136.

14.11 *Compound Personal Names.* Compound personal names should be indexed under the first element of the surname, e.g. Henton Davies, G. (but note that there are different views on whether such names in English are truly compound; some prefer Davies, G.H.) Note that in Spanish, however, compound personal names are customary, e.g. Alonso Schökel, L., Díez Macho, A.

14.12 *Alphabetization.* Mac, Mc and M' are indexed purely alphabetically. Malbon precedes McKnight, for example. A letter with an accent sorts after a letter without.

14.13 *Biblical References and Other Ancient Texts Indexes.* References to biblical and other ancient works should be arranged in this order, though some variations are permitted on the basis of the particularities of the book:

> Old Testament
> Apocrypha (sometimes included with Old Testament)
> New Testament
> Pseudepigrapha
> Qumran
> Targums
> Mishnah
> Talmuds
> Tosefta
> Midrashim [pl. of Midrash]
> Philo
> Josephus
> Other Jewish Authors
> Christian Authors
> Other Ancient Authors (or Classical Authors) or Other
>   Ancient Sources

14.14 Which of these categories will be used in any particular book depends on the number of items occurring in any one category; for example, if there is only one classical author and several ancient Christian and Jewish ones, there might be a heading ANCIENT AUTHORS, which would include both Christian and Classical. But if there are many in both categories, there might be separate headings.

14.15 Each biblical text (and in most cases, each ancient work) cited has its name given in full as a column heading and in italics (even though it may be cited in the text in roman, as with biblical texts), and the references to it fall beneath that title; thus

> *Genesis*
> 1.1-3   26

    2.8   356
    3.14-15 29

    Exodus
    22.18   122
    25.7   321

A line of white space separates each work, as in the example above.

14.16 *Names of Other Ancient Texts.* The names of ancient texts are not spelled out in full in the case of Qumran and related texts (they appear as *1QM, 1QS, 4QFlor*, etc.; note the italics for the index headings, even though in the text of the book roman is used). Qumran texts are arranged by cave number, then alphabetically; CD and other texts without cave numbers follow, arranged simply alphabetically.

    Tractates of the Mishnah, the Talmuds and the Tosefta have their names in italics (see further, §15.13). For Philo, the 'De' as the first word of the title is omitted (thus *Dec.*, not *De Decalogo*), and the names of the works are alphabetized according to the abbreviated form. Other ancient texts generally have as full a title as can reasonably be supplied.

14.17 *Order of References.* In indexes of references, the larger block of text precedes the smaller. Thus the correct order is:

    Genesis
    1–3
    1–2
    1
    1.1–3.6
    1.1–3.5
    1.1-4
    1.1-3
    1.1

14.18 *Apocrypha.* The books of the Apocrypha should usually come between the Old Testament and the New Testament (references should be arranged in the traditional order of the books; see §15.2). If there are only a few references to the Apocrypha, they are listed at the end of the Old Testament, without a special heading. Only if there are more than a few are they separated off with a cross-heading of their own, APOCRYPHA.

14.19 *Pseudepigrapha.* Pseudepigrapha references should be headed with the word PSEUDEPIGRAPHA (whether as a cross-heading or as a column will depend on the number of references); the books should be arranged alphabetically (for a list of the Pseudepigrapha, see §15.5). The headings in the

columns should have the names spelled out in full (as with biblical books).

14.20 *Early Christian Authors.* Early Christian Authors are sometimes combined with the Pseudepigrapha into one alphabetical index (since the two frequently overlap), as are the Nag Hammadi tractates (rarely will a separate index of Nag Hammadi tractates be necessary). The decision is made on the basis of the number of texts represented in each category and the nature of the volume.

14.21 *Mishnah.* Mishnah references are always of the form *Ber.* 2.1; *Sanh.* 12.2 (i.e. abbreviated tractate name, chapter and verse). So too are references to the Tosefta. If it is necessary in the text to distinguish between Mishnah and Tosefta references, the appropriate forms used are: *m. Ber.* 2.1, *t. Ber.* 2.1 (but in a context dealing only with the Mishnah, the notation *m.* may be omitted). In the headings in the index, the abbreviated form of the Mishnah tractate name is to be used, e.g. *Ber.*, *Sukk.* The full list of tractate names appears in §15.13.

14.22 *Talmud.* Talmud references are always of the form *Ber.* 12a; *Sanh.* 37b (referring to the recto and verso of the page of the standard edition). It is to be assumed that references are to the Babylonian Talmud unless otherwise indicated (but in a passage dealing only with the Palestinian Talmud the prefixed notation *y.* may be omitted).

14.23 Arrange Talmudic references thus:

> Babylonian [abbreviated in the text by *b.*]
> Palestinian (also called Jerusalem) [abbreviated in the text by *y.* (for Yerushalmi, Jerusalemite)]

It is not necessary to repeat the distinction of Babylonian (*b.*) or Palestinian (*y.*) Talmud with each entry in the index, if the column heading makes the distinction clear.

14.24 In the headings in the index, the abbreviated form is used of the Talmud tractate, e.g. *Ber.*, *Sukk.* The entries are alphabetized according to the abbreviated forms. The full list of Talmud tractates appears in §15.13.

14.25 *Tosefta.* Tosefta references have the form *Ber.* 2.1; *Sanh.* 12.2. If it is necessary in the text to distinguish between Mishnah and Tosefta references, the appropriate forms are: *m. Ber.* 2.1, *t. Ber.* 2.1. But in a context dealing only with the Tosefta, the notation *t.* may be omitted. Entries are alphabetized according to the abbreviated forms.

14.26 *Midrashim.* There are two main groups of Midrashim, the Midrash Rabbah (Great Midrash), and various other minor midrashim. Arrange references in this order:

> Midrash Rabbah (arranged by order of biblical book)
> Other Midrashim (arranged alphabetically)

If there are only a few references to the Midrashim, they can all be arranged alphabetically.

14.27 *Midrash Rabbah.* The books of the Midrash Rabbah are (with SPP standard abbreviations in square brackets):

> *Genesis Rabbah (= Bereshith Rabbah)* [*Gen. R.*]
> *Exodus Rabbah (= Shemoth Rabbah)* [*Exod. R.*]
> *Leviticus Rabbah (= Vayyiqra Rabbah)* [*Lev. R.*]
> *Numbers Rabbah (= Bemidbar Rabbah)* [*Num. R.*]
> *Deuteronomy Rabbah (= Debarim Rabbah)* [*Deut. R.*]
> *Canticles Rabbah (= Shir Rabbah)* [*Cant. R.*]
> *Ruth Rabbah* [*Ruth R.*]
> *Lamentations Rabbah (= Ekah Rabbah)* [*Lam. R.*]
> *Qoheleth Rabbah* [*Qoh. R.*]
> *Esther Rabbah* [*Esth. R.*]

14.28 *Other Midrashim.* The other midrashim are as follows (arranged alphabetically, with SPP standard abbreviations in square brackets):

> *Chronicle of Moses*
> *Chronicle of Jeraḥmeel*
> *Mekilta* [midrash on Exodus] [*Mek.*]
> *Mekilta de Rabbi Simeon b. Joḥai* [midrash on Exodus] [*Mek. SbY*]
> *Midrash haGadol*
> *Midrash on Proverbs* [*Midr. Prov.*]
> *Midrash on Samuel* [*Midr. Sam.*]
> *Midrash on Psalms (= Midrash Tehillim)* [*Midr. Pss.*]
> *Pesiqta (= Pesiqta deRab Kahana*; references to edition of Mandelbaum [preferably] or S. Buber; form of reference: *Pes. K.* 12a) [*Pes. K.*]
> *Pesiqta Rabbati* (ed. Friedmann; trans. by W.G. Braude; form of reference: *Pes. R.* 14a) [*Pes. R.*]
> *Pirqe deRabbi Eliezer* [*PRE*]
> *Sefer haYashar*
> *Sifra* (midrash on Leviticus)
> *Sifre* (midrash on Numbers, Deuteronomy)
> *Sifre Zuta* (another midrash on Numbers)
> *Tanḥuma (= Yelammedenu)* (form of reference: *Tanḥ.* 12a or *Tanḥ.* on Gen. 1.1 or *Tanḥ.* B. [ref. to Buber's edition, 1885]) [*Tanḥ.*]

14.29 *Other Ancient Jewish Works*. Other ancient Jewish works

should be listed alphabetically, in one group, unless there are very many references to one work, e.g. the Zohar. Mediaeval writers, such as Rashi, Maimonides, etc., should be indexed in the author index. For other ancient Jewish works, see §15.14.

14.30 *Philo*. Philo's works are arranged alphabetically, using Latin titles (without the initial *De*), and in abbreviated form (see the list of Philo's works in §15.7). Note that some works of Philo have more than one 'book' in them, which is to be included in a proper citation of the text according to our style of separating books and chapters by full stops: e.g. *Leg. All*. 3.1.4. Thus some references to Philo's works may have a larger number of divisions than do others. *Leg. All*. has three 'books', *Somn*. has two and *Spec. Leg.* has four.

14.31 *Josephus*. The works of Josephus (listed in §15.8) are arranged alphabetically: *Ant*., *Apion*, *Life*, *War*. Note that Josephus's works are referred to by their English titles.

B. Reference

In this Section of the Manual, several kinds of tables of reference have been assembled, especially of standardized forms of reference and abbreviations for works commonly cited in biblical studies.

15. ABBREVIATIONS

15.1 For general rules about abbreviations, see §8.

15.2 *Biblical Books in Canonical Order*

Old Testament

Gen.	4 Kgdms)	Lam.
Exod.	1 Chron.	Ezek.
Lev.	2 Chron.	Dan.
Num.	Ezra	Hos.
Deut.	Neh.	Joel
Josh.	Est.	Amos
Judg.	Job	Obad.
Ruth	Ps. (pl. Pss.)	Jon.
1 Sam. (LXX	Prov.	Mic.
1 Kgdms)	Eccl. (or	Nah.
2 Sam. (LXX	Qoh.)	Hab.
2 Kgdms)	Song (or	Zeph.
1 Kgs (LXX	Cant.)	Hag.
3 Kgdms)	Isa.	Zech.
2 Kgs (LXX	Jer.	Mal.

Apocrypha or Deutero-Canonical books

1 Esd.	Wis.	Prayer of
2 Esd. [chs. 3–14	Sir. (*or* Ecclus)	Azariah]
are *4 Ezra* in	Bar.	Bel
the Pseude-	Ep. Jer.	Pr. Man.
pigrapha]	Song 3 Childr.	1 Macc.
Tob.	[Dan. 3.24-	2 Macc.
Jdt.	90; Dan.	
Add. Est.	3.26-45 is	

New Testament

Mt.	Gal.	Tit.
Mk	Eph.	Phlm.
Lk.	Phil.	Heb.
Jn	Col.	Jas
Acts	1 Thess.	1 Pet.
Rom.	2 Thess.	2 Pet.
1 Cor.	1 Tim.	1 Jn
2 Cor.	2 Tim.	2 Jn

3 Jn   Jude   Rev.

15.3   *Biblical Books in Alphabetical Order*

1 Chron.	Deut.	Lk.
2 Chron.	Eccl. (or	Mal.
1 Cor.	Qoh.)	Mic.
2 Cor.	Ecclus (or	Mk
1 Esd.	Sir.)	Mt.
2 Esd.	Ep. Jer.	Nah.
1 Jn	Eph.	Neh.
2 Jn	Est.	Num.
3 Jn	Exod.	Obad.
1 Kgs	Ezek.	Phil.
2 Kgs	Ezra	Phlm.
1 Macc.	Gal.	Pr. Man.
2 Macc.	Gen.	Prov.
1 Pet.	Hab.	Ps. (pl. Pss.)
2 Pet.	Hag.	Qoh. (or
1 Sam.	Heb.	Eccl.)
2 Sam.	Hos.	Rev.
1 Thess.	Isa.	Rom.
2 Thess.	Jas	Ruth
1 Tim.	Jdt.	Sir. (*or*
2 Tim.	Jer.	Ecclus)
Acts	Jn	Song (or
Add. Est.	Job	Cant.)
Amos	Joel	Song 3
Bar.	Jon.	Childr.
Bel	Josh.	Tit.
Cant. (or	Jude	Tob.
Song)	Judg.	Wis.
Col.	Lam.	Zech.
Dan.	Lev.	Zeph.

15.4.   *Pseudepigrapha*

The following works known as the Pseudepigrapha are those included in the current standard English translation, James H. Charlesworth (ed.), *The Old Testament Pseudepigrapha* (2 vols.; London: Darton, Longman & Todd, 1983, 1985).

15.5   Though some of the names listed below are those of the authors or presumed authors of texts, it is conventional to regard the name of the author as the name of the work, and so to set both the abbreviation and the full title in italics.

1 En.	*1 (Ethiopic) Enoch*
2 En.	*2 (Slavonic) Enoch*
3 En.	*3 (Hebrew) Enoch*
2 Bar.	*2 (Syriac) Baruch* [= *Apocalypse of Baruch*]
3 Bar.	*3 (Greek) Baruch*
4 Bar.	*4 Baruch*
3 Macc.	*3 Maccabees*
4 Macc.	*4 Maccabees*

4 Ezra	*4 Ezra* [= 2 Esd. 3–14]
Ahiqar	*Ahiqar*
Apoc. Abr.	*Apocalypse of Abraham*
Apoc. Adam	*Apocalypse of Adam*
Apoc. Dan.	*Apocalypse of Daniel*
Apoc. Elij.	*Apocalypse of Elijah*
Apoc. Sedr.	*Apocalypse of Sedrach*
Apoc. Zeph.	*Apocalypse of Zephaniah*
Apocr. Ezek.	*Apocryphon of Ezekiel*
Arist. Exeg.	*Aristeas the Exegete*
Aristob.	*Aristobulus*
Art.	*Artapanus*
Cl. Mal.	*Cleodemus Malchus*
Dem.	*Demetrius (the Chronographer)*
El. Mod.	*Eldad and Modad*
Ep. Arist.	*Letter of Aristeas*
Eupol.	*Eupolemus*
Ezek. Trag.	*Ezekiel the Tragedian*
Fr. Ps.-Gk Poets	*Fragments of Pseudo-Greek Poets*
Gk. Apoc. Ezra	*Greek Apocalypse of Ezra*
Hell. Syn. Pr.	*Hellenistic Synagogal Prayers*
Hist. Jos.	*History of Joseph*
Hist. Rech.	*History of the Rechabites*
Jan. Jam.	*Jannes and Jambres*
Jos. Asen.	*Joseph and Asenath* (or, *Aseneth*)
Jub.	*Jubilees*
Lad. Jac.	*Ladder of Jacob*
LAE	*Life of Adam and Eve*
Liv. Proph.	*Lives of the Prophets*
Mart. Isa.	*Martyrdom of Isaiah*
Odes	*Odes of Solomon*
Orph.	*Orphica*
Ph. E. Poet	*Philo the Epic Poet*
Pr. Jac.	*Prayer of Jacob*
Pr. Jos.	*Prayer of Joseph*
Pr. Man.	*Prayer of Manasseh*
Ps.-Eupol.	*Pseudo-Eupolemus*
Ps.-Hec.	*Pseudo-Hecataeus*
Ps.-Philo	*Pseudo-Philo*
Ps.-Phoc.	*Pseudo-Phocylides*
Pss. Dav.	*More Psalms of David*
Pss. Sol.	*Psalms of Solomon*
Ques. Ezra	*Questions of Ezra*
Rev. Ezra	*Revelation of Ezra*
Sib. Or.	*Sibylline Oracles*
Syr. Men.	*Syriac Menander*
T. Adam	*Testament of Adam*
T. Hez.	*Testament of Hezekiah*
T. Job	*Testament of Job*
T. Mos.	*Testament of Moses*
T. Sol.	*Testament of Solomon*
Test. III Patr.	*Testaments of the Three Patriarchs*
T. Abr.	*Testament of Abraham*
T. Isaac	*Testament of Isaac*
T. Jac.	*Testament of Jacob*

Test. XII Patr.	*Testaments of the Twelve Patriarchs*
T. Ash.	*Testament of Asher*
T. Benj.	*Testament of Benjamin*
T. Dan	*Testament of Dan*
T. Gad	*Testament of Gad*
T. Iss.	*Testament of Issachar*
T. Jos.	*Testament of Joseph*
T. Jud.	*Testament of Judah*
T. Levi	*Testament of Levi*
T. Naph.	*Testament of Naphtali*
T. Reub.	*Testament of Reuben*
T. Sim.	*Testament of Simeon*
T. Zeb.	*Testament of Zebulun*
Theod.	*Theodotus*
Tr. Shem	*Treatise of Shem*
Vis. Ezra	*Vision of Ezra*

15.6   *Other Early Jewish and Christian Literature*

1–2 Clem.	*1–2 Clement*
5 Apoc. Syr. Pss.	*Five Apocryphal Syriac Psalms*
5 Macc.	*5 Maccabees*
Acts Pil.	*Acts of Pilate*
Anon. Sam.	*An Anonymous Samaritan Text*
Apoc. Mos.	*Apocalypse of Moses*
Apoc. Pet.	*Apocalypse of Peter*
Apoc. Zos.	*Apocalypse of Zosimus*
Asc. Isa.	*Ascension of Isaiah*
Ass. Mos.	*Assumption of Moses*
Barn.	*Barnabas*
Bk Noah	*Book of Noah*
Cav. Tr.	*Cave of Treasures*
Did.	*Didache*
Diogn.	*Diognetus*
Fr. Hist. Wk.	*Fragments of Historical Works*
Fr. Poet. Wk.	*Fragments of Poetical Works*
Gos. Eb.	*Gospel of the Ebionites*
Gos. Eg.	*Gospel of the Egyptians*
Gos. Heb.	*Gospel of the Hebrews*
Gos. Naass.	*Gospel of the Naassenes*
Gos. Pet.	*Gospel of Peter*
Gos. Thom.	*Gospel of Thomas*
Heb. Apoc. Elij.	*Hebrew Apocalypse of Elijah*
Hec. Ab.	*Hecataeus of Abdera*
Hermas, *Man.*	Hermas, *Mandate*
Hermas, *Sim.*	Hermas, *Similitude*
Hermas, *Vis.*	Hermas, *Vision*
Ignatius, *Eph.*	Ignatius, *Letter to the Ephesians*
Ignatius, *Magn.*	Ignatius, *Letter to the Magnesians*
Ignatius, *Phld.*	Ignatius, *Letter to the Philadelphians*
Ignatius, *Pol.*	Ignatius, *Letter to Polycarp*
Ignatius, *Rom.*	Ignatius, *Letter to the Romans*
Ignatius, *Smyrn.*	Ignatius, *Letter to the Smyrnaeans*
Ignatius, *Trall.*	Ignatius, *Letter to the Trallians*
LAB	*Liber Antiquitatum Biblicarum*

Lost Tr.	*The Lost Tribes*
Mart. Pol.	*Martyrdom of Polycarp*
Par. Jer.	*Paraleipomena Jeremiou*
Polycarp, *Phil.*	Polycarp, *Philippians*
Pr. Mos.	*Prayer of Moses*
Prot. Jas.	*Protevangelium of James*
Ps.-Men.	*Pseudo-Menander*
Ps.-Orph.	*Pseudo-Orpheus*
Thal.	*Thallus*
Vis. Isa.	*Vision of Isaiah*

15.7   *Philo*

Abr.	*De Abrahamo*
Aet. Mund.	*De aeternitate mundi*
Agr.	*De agricultura*
Cher.	*De cherubim*
Conf. Ling.	*De confusione linguarum*
Congr.	*De congressu eruditionis gratia*
Dec.	*De decalogo*
Det. Pot. Ins.	*Quod deterius potiori insidiari soleat*
Deus Imm.	*Quod Deus sit immutabilis*
Ebr.	*De ebrietate*
Exsecr.	*De exsecrationibus*
Flacc.	*Against Flaccus,* or *In Flaccum,* or *Contra Flaccum*
Fug.	*De fuga et inventione*
Gig.	*De gigantibus*
Jos.	*De Josepho*
Leg. All.	*Legum allegoriae*
Leg. Gai.	*Legatio ad Gaium*
Migr. Abr.	*De migratione Abrahami*
Mut. Nom.	*De mutatione nominum*
Omn. Prob. Lib.	*Quod omnis probus liber sit*
Op. Mund.	*De opificio mundi*
Plant.	*De plantatione*
Poster. C.	*De posteritate Caini*
Praem. Poen.	*De praemiis et poenis*
Quaest. in Gen.	*Quaestiones in Genesin*
Quaest. in Exod.	*Quaestiones in Exodum*
Rer. Div. Her.	*Quis rerum divinarum heres sit*
Sacr.	*De sacrificiis Abelis et Caini*
Sobr.	*De sobrietate*
Somn.	*De somniis*
Spec. Leg.	*De specialibus legibus*
Virt.	*De virtutibus*
Vit. Cont.	*De vita contemplativa*
Vit. Mos.	*De vita Mosis*

15.8   *Josephus*

Ant.	*Antiquities of the Jews*
Apion	*Against Apion,* or *Contra Apionem*
Life	*Life of Josephus,* or *Vita Josephi*

War   *The Jewish War,* or *De Bello Judaico*

15.9 *Dead Sea Scrolls*
The nomenclature of the Dead Sea Scrolls and related texts is a complicated matter. All the manuscripts have a reference number, typically in the form 4Q186, the number before the Q indicating the cave in which the text in question was discovered, and the number after being the number of the manuscript from that cave. But in many cases the manuscripts are usually referred to by an abbreviation ('siglum') that gives some clue to their contents; thus 4Q186, which contains horoscopes, is often referred to as 4QCrypt (occasionally, more than one siglum is in current use). Below is a complete list of Dead Sea Scrolls and related texts, in the order of the reference numbers, and showing the siglum and the conventional name (in upper and lower case and in italic) or (briefly) the contents (in lower case and in roman).

15.10 Qumran reference numbers and sigla are set in roman type (thus 4Q186, 4QCrypt). The full names by which they are conventionally known, such as *Manual of Discipline, Wiles of the Wicked Woman*, are set in italic.

15.11 The list below is reproduced from David J.A. Clines (ed.), *The Dictionary of Classical Hebrew.* III. *Zayin–Tet* (Sheffield: Sheffield Academic Press, 1996), pp. 12-23. In those pages, in addition to the information given here, the primary publication of the text is also cited, and the page reference in the translation by Florentino García Martínez, *The Dead Sea Scrolls Translated: The Qumran Texts in English* (trans. Wilfred G.E. Watson; Leiden: E.J. Brill, 1994).

Number	*Siglum*	*Name / Description*
Cave 1		
	1QH	*Hymns / Hodayot*
	1QM	*War Scroll*
	1QpHab	*Habakkuk Pesher*
	1QS	*Community Rule / Manual of Discipline*
1Q14	1QpMic	*Micah Pesher*
1Q15	1QpZeph	*Zephaniah Pesher*
1Q16	1QpPs	*Psalms Pesher*
1Q17	1QJub[a]	*Jubilees*
1Q18	1QJub[b]	*Jubilees*
1Q19	1QNoah	*Noah*
1Q19b	1QNoah	*Noah*
1Q22	1QDM	*Dibre Mosheh / Words of Moses*
1Q25		prophecy
1Q26		sapiential
1Q27	1QMyst	prophecy

1Q28a	1QSa	*Community Rule*
1Q28b	1QSb	*Community Rule*
1Q29		*Three Tongues of Fire*
1Q30		liturgical
1Q31		liturgical
1Q33	1QM	*War Scroll*
1Q34	1QLitPr	*Festival Prayers*
1Q35	1QH^b	*Hymns/Hodayoth*
1Q36		hymns
1Q37–40		hymns
1Q41–62		unidentified
1Q69		unidentified

Cave 2

2Q19	2QJub^a	*Jubilees*
2Q20	2QJub^b	*Jubilees*
2Q21	2QapMoses	*Apocryphon of Moses*
2Q22	2QapDavid	*Apocryphon of David*
2Q23	2QapProph	prophecy
2Q25		halakhah
2Q27–33		unidentified

Cave 3

3Q4	3QpIsa	*Isaiah Pesher*
3Q5	3QJub	*Jubilees*
3Q6	3QHymn	hymnic
3Q7	3QTJud	*Testament of Judah*
3Q8		*Angel of Peace*
3Q9		sectarian
3Q10-11		unidentified
3Q15	3QTr	*Copper Scroll*

Cave 4

4Q158	4QBibPar	*Biblical Paraphrase*
4Q159	4QOrd^a	*Ordinances*
4Q160	4QVisSam	*Visions of Samuel*
4Q161	4QpIsa^a	*Isaiah Pesher*
4Q162	4QpIsa^b	*Isaiah Pesher*
4Q163	4QpIsa^c	*Isaiah Pesher*
4Q164	4QpIsa^d	*Isaiah Pesher*
4Q165	4QpIsa^e	*Isaiah Pesher*
4Q166	4QpHos^a	*Hosea Pesher*
4Q167	4QpHos^b	*Hosea Pesher*
4Q168	4QpMic	*Micah Pesher*
4Q169	4QpNah	*Nahum Pesher*
4Q170	4QpZeph	*Zephaniah Pesher*
4Q171	4QpPs^a	*Psalms Pesher*
4Q172	4QpUnid	unidentified pesher
4Q173	4QpPs^b	*Psalms Pesher*
4Q174	4QMidrEschat^a	eschatological
4Q175	4QTestim	*Testimonia*
4Q176	4QTanḥ	*Consolations*

4Q176.19-21	4QJub^f	*Jubilees*
4Q177	4QMidrEschat^b	eschatological
4Q178		unidentified
4Q179	4QapLam^a	*Lamentation on Jerusalem*
4Q180	4QAges	*Pesher on the Periods*
4Q181		*Ages of Creation*
4Q182	4QCat	*Catena*
4Q183		historical
4Q184	4QWiles	*Wiles of the Wicked Woman*
4Q185		*Eulogy on Wisdom*
4Q186	4QCrypt	horoscopes
4Q200	4QTob	*Tobit*
4Q215	4QTNaph	*Testament of Naphtali*
4Q216	4QJub^a	*Jubilees^a*
4Q217	4QJub^b	*Jubilees^b*
4Q218	4QJub^c	*Jubilees^c*
4Q219	4QJub^d	*Jubilees^d*
4Q220	4QJub^e	*Jubilees^e*
4Q221	4QJub^f	*Jubilees^f*
4Q222	4QJub^g	*Jubilees^g*
4Q223–224	4QJub^h	*Jubilees^h*
4Q225	4QpsJub^a	
4Q226	4QpsJub^b	
4Q227	4QpsJub^c	*Pseudo-Jubilees*
4Q228		work citing Jubilees
4Q229		pseudepigraphon (Mishnaic)
4Q230		*Catalogue of Spirits^a*
4Q231		*Catalogue of Spirits^b*
4Q232		*New Jerusalem (?)*
4Q233		place names
4Q234		exercise on Genesis 27
4Q237		psalter
4Q239		pesher on the true Israel
4Q240		commentary on Canticles (?)
4Q241		fragments citing Lamentations
4Q247		pesher on Apocalypse of Weeks
4Q248		*Acts of a Greek King*
4Q249	4QMSM	*Midrash Sepher Mosheh*
4Q250		text on verso of MSM
4Q251		*Halakhah/A Pleasing Fragrance*
4Q252	4QpGen^a	*Patriarchal Blessings / Genesis Florilegium*
4Q253	4QpGen^b	*Patriarchal Blessings /* commentary on Malachi?
4Q254	4QpGen^c	*Patriarchal Blessings*
4Q254a		*Genesis Florilegium*
4Q255	4QS^a	*Community Rule*
4Q256	4QS^b	*Community Rule* (previously

4QS)

| 4Q257 | 4QS^c | *Community Rule* |
| 4Q258 | 4QS^d | *Community Rule* (previously |

4QS)

4Q259	4QS^e	*Community Rule*
4Q260	4QS^f	*Community Rule*
4Q261	4QS^g	*Community Rule*
4Q262	4QS^h	*Community Rule*
4Q263	4QS^i	*Community Rule*
4Q264	4QS^j	*Community Rule*
4Q265	4QSD	*Community Rule +*
		Damascus Document
4Q266	4QD^a	*Damascus Document* ^{a}
4Q267	4QD^b	*Damascus Document*^{b}
4Q268	4QD^c	*Damascus Document*^{c}
4Q269	4QD^d	*Damascus Document*^{d}
4Q270	4QD^e	*Damascus Document*^{e}
4Q271	4QD^f	*Damascus Document*^{f}
4Q272	4QD^g	*Damascus Document*^{g}
4Q273	4QD^h	*Damascus Document*^{h}
4Q274	4QTohA	*Purities*
4Q275	4QTohB	*Purities*
4Q276	4QTohB^a	*Laws of the Red Heifer*
4Q277	4QTohB^b	*Laws of the Red Heifer*
4Q278	4QTohC?	
4Q279	4QTohD^a?	*Laws*
4Q280	4QTohD	*Curses against Melkiresha*
4Q281–282	4QTohE^a?	
4Q283	4QTohF?	
4Q284	4QNid	*Rule of the Menstruants*
4Q284a		*Leqet*
4Q285		*Destruction of the Kittim /*
		Messianic Leader
4Q286	4QBer^a	*The Chariots of Glory*
4Q287	4QBer^b	*The Chariots of Glory*
4Q288	4QBer^c	
4Q289	4QBer^d	
4Q290	4QBer^e	
4Q291–293		prayers
4Q294–297		rules and prayers
4Q298		*Admonitions to the Sons of*

Dawn

4Q299	4QMyst^a	= 1Q27
4Q300	4QMyst^b	= 1Q27
4Q301	4QMyst^c	= 1Q27
4Q302		*Praise of God*
4Q302a		*Parable of the Tree*

4Q303		*Meditation on Creation A*[a]
4Q304		*Meditation on Creation A*[b]
4Q305		*Meditation on Creation B*
4Q306		*Men of People who Err*
4Q307		sapiential
4Q308		sapiential
4Q311		unidentified
4Q312		Hebrew text in cursive Phoenician
4Q313		unidentified cryptic script
4Q316		unidentified
4Q317		*Phases of Moon* (cryptic script)
4Q319	4QOtot	*Heavenly Concordances*
4Q320	4QMish A	*Priestly Courses II*
4Q321	4QMish B[a]	*Priestly Courses I*
4Q321a	4QMish B[b]	*Priestly Courses I*
4Q322	4QMish C[a]	*Priestly Courses III*
4Q323	4QMish C[b]	*Priestly Courses III*
4Q324	4QMish C[c]	*Priestly Courses III*
4Q324a	4QMish C[d]	*Priestly Courses III*
4Q324b	4QMish C[e]	*Priestly Courses III*
4Q324c	4QMish C[f]	
4Q325	4QMish D	*Priestly Courses IV*
4Q326	4QMish E[a]	
4Q327	4QMish E[b]	
4Q328	4QMish F[a]	
4Q329	4QMish F[b]	
4Q329a	4QMish G	
4Q330	4QMish H	
4Q331		*Historical Work*[a]
4Q332		*Historical Work*[b]
4Q333		*Historical Work*[c]
4Q334	4QOrdo	*Ordo*
4Q335–336		astronomical
4Q337		calendar
4Q338		genealogical
4Q339		list of false prophets
4Q340		list of Nethinim
4Q341		list of proper names
4Q344		debt acknowledgment
4Q348		act regarding ownership
4Q349		sale of property
4Q356		account of money
4Q360		exercise / *Therapeia*
4Q362-63, 363a		cryptic script
4Q364	4QPentPar[a]	*Pentateuchal Paraphrase*
4Q365	4QPentPar[b]	*Pentateuchal Paraphrase*
4Q365a		*Temple Scroll?*
4Q366	4QPentPar[c]	*Pentateuchal Paraphrase*

4Q367	4QPentPar[d]	*Pentateuchal Paraphrase*
4Q368		*Pentateuch Apocryphon*
4Q369		*Prayer of Enosh?*
4Q370		*Flood Apocryphon*
4Q371	4QApocJos[a]	*Joseph Apocryphon*
4Q372	4QApocJos[b]	*Joseph Apocryphon*
4Q373	4QApocJos[c]	*Joseph Apocryphon*
4Q374	4QApocMos A	*Moses Apocryphon A*
4Q375	4QApocMos B	*Moses Apocryphon B*
4Q376		*Three Tongues of Fire*
4Q377	4QApocMos C	*Moses Apocryphon C*
4Q378	4QPsJos[a]	*Psalms of Joshua*
4Q379	4QPsJos[b]	*Psalms of Joshua*
4Q380	4QapPs[a]	*Non-Canonical Psalms A*
4Q381	4QapPs[b]	*Non-Canonical Psalms B*
4Q382		*Kings Paraphrase*
4Q383	4QApocJer A	*Jeremiah Apocryphon A*
4Q384	4QApocJer B	*Jeremiah Apocryphon B*
4Q385	4QpsEzek[a]	*Pseudo-Ezekiel*
4Q385a	4QpsMos[a]	*Pseudo-Moses*
4Q385b	4QApocJer C	*Jeremiah Apocryphon C*
4Q386–389	4QpsEzek[b]	*Second Ezekiel*, etc.
4Q390	4QpsMos[e]	*Pseudo-Moses Apocalypse /* *Angels of Mastemoth*
4Q391	4QpsEzek[g]	*Pseudo-Ezekiel*
4Q392-93		liturgical
4Q394–99	4QMMT	*Halakah / Letter on Works*
4Q400	4QShirShabb[a]	*Songs of the Sabbath Sacrifice*
4Q401	4QShirShabb[b]	*Songs of the Sabbath Sacrifice*
4Q402	4QShirShabb[c]	*Songs of the Sabbath Sacrifice*
4Q403	4QShirShabb[d]	*Songs of the Sabbath Sacrifice*
4Q404	4QShirShabb[e]	*Songs of the Sabbath Sacrifice*
4Q405	4QShirShabb[f]	*Songs of the Sabbath Sacrifice*
4Q406	4QShirShabb[g]	*Songs of the Sabbath Sacrifice*
4Q407	4QShirShabb[h]	*Songs of the Sabbath Sacrifice*
4Q408		sapiential
4Q409		liturgical
4Q410		sapiential
4Q411		sapiential
4Q412		sapiential
4Q413		sapiential
4Q414		*Baptismal Hymn*
4Q415		*Sapiential Work A[d]*
4Q416		*Sapiential Work A[b] /* *The Children of Salvation*
4Q417		*Sapiential Work A[c]*
4Q418		*Sapiential Work A[a] /* *The Children of Salvation*
4Q419		*Sapiential Work B*

4Q420		*Ways of Righteousness*[a]
4Q421		*Ways of Righteousness*[b]
4Q422		*Treatise on Genesis and Exodus*
4Q423		*Sapiential Work A*[e]
4Q423a		*Sapiential Work E*
4Q424		sapiential /
		The Sons of Righteousness
4Q425		*Sapiential Work C*
4Q426		sapiential
4Q427	4QHod[a]	*Hymns*
4Q428	4QHod[b]	*Hymns*
4Q429	4QHod[c]	*Hymns*
4Q430	4QHod[d]	*Hymns*
4Q431	4QHod[e]	*Hymns*
4Q432	4QHod[f]	*Hymns*
4Q433		hymnic
4Q434	4QBark[a]	*Barki Naphshi*[a]
4Q434a		*Grace after Meals*
4Q435	4QBark[b]	*Barki Naphshi*[b]
4Q436	4QBark[c]	*Barki Naphshi*[c]
4Q437	4QBark[d]	*Barki Naphshi*[d]
4Q438	4QBark[e]	*Barki Naphshi*[e]
4Q439		similar to Barki Naphshi
4Q440		hymnic
4Q441–444		prayers
4Q445–447		poetic
4Q448		*Paean for King Jonathan*
		Apocryphal Psalms
4Q449–457		prayers
4Q458		*The Tree of Evil*
4Q459–460		pseudepigraphic
4Q461		narrative
4Q462		*Second Exodus* /
		The Era of Light is Coming
4Q463		sapiential
4Q464		*Exposition on the Patriarchs*
4Q464a-b, 465		unidentified
4Q466–469		apocryphon
4Q470		Zedekiah fragment
4Q471	4QM[h]	*The Servants of Darkness*
4Q471a		polemical
4Q472		sapiential
4Q473		*The Two Ways*
4Q474–475		sapiential
4Q476		sapiential
4Q477		*Decrees of Sect* / *He Loved*
		His Bodily Emissions
4Q479–481a-f		unidentified
4Q482		*Jubilees?*
4Q483		*Jubilees?*
4Q484	4QTJud	*Testament of Judah*
4Q485	4QProph	prophetic or sapiential

4Q486	4QSap^a	sapiential
4Q487	4QSap^b	sapiential
4Q491	4QM^a	*War Scroll*
4Q492	4QM^b	*War Scroll*
4Q493	4QM^c	*War Scroll*
4Q494	4QM^d	*War Scroll*
4Q495	4QM^e	*War Scroll*
4Q496	4QM^f	*War Scroll*
4Q497	4QM^{g(?)}	*War Scroll*
4Q498	4QHymSap	hymnic or sapiential
4Q499	4QHymPr	hymnic or prayers
4Q500	4QBen	*Song of the Vineyard*
4Q501	4QapLam^b	*Lamentation*
4Q502	4QRitMar	*Ritual of Marriage*
4Q503	4QPrQuot	*Daily Prayers*
4Q504	4QDibHam^a	*Words of the Luminaries*
4Q505	4QDibHam^b	*Words of the Luminaries*
4Q506	4QDibHam^c	*Words of the Luminaries*
4Q507	4QPrFêtes^a	*Festival Prayers*
4Q508	4QPrFêtes^b	*Festival Prayers*
4Q509	4QPrFêtes^c	*Festival Prayers*
4Q510	4QShir^a	*Songs of the Sage*
4Q511	4QShir^b	*Songs of the Sage*
4Q512	4QRitPur	*Ritual of Purification*
4Q513	4QOrd^b	*Ordinances*
4Q514	4QOrd^c	*Ordinances*
4Q515–520		unidentified fragments
4Q521		*Messiah of Heaven and Earth*
4Q522		*Joshua Apocryphon*
4Q523		Hebrew fragment B
4Q524		halakic
4Q525		*Beatitudes /*
		The Demons of Death
4Q526		Hebrew fragment C
4Q527		Hebrew fragment D
4Q528		Hebrew fragment E
4QAcademyFr		*Academy Fragments*

Cave 5

5Q9		toponyms
5Q10	5QapMal	*Malachi Pesher?*
5Q11	5QS	*Community Rule*
5Q12	5QD	*Damascus Document*
5Q13	5QRègle	*Damascus Document + Rule*
5Q14		curses
5Q16–25		unclassified

Cave 6

6Q9	6QapSam/Kings	Samuel–Kings apocryphon
6Q10	6QProph	prophetic

6Q11	6QAllegory	*Song of the Vine*
6Q12	6QapProph	prophetic
6Q13	6QPriestProph	priestly prophecy
6Q15	6QD	*Damascus Document*
6Q16	6QBen	blessings
6Q17	6QCal	calendar
6Q18	6QHym	hymnic
6Q20	6QDeut(?)	Deuteronomy-related?
6Q21	6QfrProph	unidentified
6Q22		unidentified
6Q24–25		unidentified
6Q26		account or contract
6Q27–31		unclassified
6QX1–2		unclassified

Cave 8

8Q3	8QPhyl	phylactery
8Q5	8QHymn	hymnic

Cave 9

9Q		unclassified

Cave 10

10Q		ostracon?

Cave 11

11Q5	11QPs^a	
11Q11	11QapPs^a	*Apocryphal Psalms*
11Q12	11QJub	*Jubilees*
11Q13	11QMelch	*Melchizedek*
11Q14	11QBer	*Benedictions* (= 4Q285)
11Q15	11QHod^a	*Hymns*
11Q16	11QHod^b	*Hymns*
11Q17	11QShirShabb	*Songs of the Sabbath Sacrifice*
11Q19–20	11QT	*Temple Scroll*
11QT^b		*Temple Scroll*
11Q21–23		unidentified

Masada

	MasShirShabb	*Songs of the Sabbath Sacrifice*

Murabba'at

Mur 6		hymnic
Mur 7		contract
Mur 22		deed of sale of land
Mur 24		farming contracts
Mur 29		deed of sale
Mur 30		deed of sale
Mur 42	MurEpBeth-Mashiko	letter of administrators
Mur 43	MurEpBarC^a	letter of Shimon b. Kosibah
Mur 44	MurEpBarC^b	letter of Shimon b. Kosibah
Mur 45		letter
Mur 46	MurEpJonathan	letter of Jonathan
Mur 47		letter

Mur 48   letter

Naḥal Ḥever

5/6 ḤevBA 44   contract
5/6 ḤevBA fr. 1–2 contract
5/6 ḤevBA 45   contract
5/6 ḤevBA 45 fr. 1–2
5/6 ḤevBA 46   contract
5/6 ḤevEp 1   letter
5/6 ḤevEp 5   letter
5/6 ḤevEp 12   letter
5/6 ḤevEp 12 fr.   letter

15.12 *Rabbinic Writings*
For further details about these texts, see the rules for Indexes, §14.

15.13 *Tractates of the Mishnah and Talmud*
The Mishnah is a collection of legal material, in Hebrew (Mishnaic Hebrew) from the second century CE. It is arranged in six Orders (which are rarely referred to in citations), each of which contains several tractates. The Talmud is a sentence by sentence elaboration of the Mishnah. The expansion is in Aramaic and is known as Gemara (completion). Mishnah and Gemara together constitute Talmud. The Talmud is arranged in the same order, with the same tractates, as the Mishnah. There are two Talmuds, the Babylonian (also known as Bavli) and the Jerusalem (also known as Yerushalmi).

Ab.	*Abot*
'Abod. Zar.	*'Abodah Zarah*
'Arak.	*'Arakin*
B. Bat.	*Baba Batra*
Bek.	*Bekorot*
Ber.	*Berakot*
Beṣ.	*Beṣah* (= *Yom Ṭob*)
Bikk.	*Bikkurim*
B. Meṣ.	*Baba Meṣi'a*
B. Qam.	*Baba Qamma*
Dem.	*Demai*
'Ed.	*'Eduyyot*
'Erub.	*'Erubin*
Giṭ.	*Giṭṭin*
Ḥag.	*Ḥagigah*
Ḥal.	*Ḥallah*
Hor.	*Horayot*
Ḥul.	*Ḥullin*
Kel.	*Kelim*
Ker.	*Keritot*
Ket.	*Ketubot*
Kil.	*Kilaim*

Kin.	*Kinnim*
Ma'as.	*Ma'aserot*
Mak.	*Makkot*
Makš.	*Makširin (= Mašqin)*
Meg.	*Megillah*
Me'il.	*Me'ilah*
Men.	*Menaḥot*
Mid.	*Middot*
Miq.	*Miqwa'ot*
M. Qaṭ.	*Mo'ed Qaṭan*
Ma'as. □.	*Ma'aser □eni*
Našim	*Našim*
Naz.	*Nazir*
Ned.	*Nedarim*
Neg.	*Nega'im*
Nez.	*Neziqin*
Nid.	*Niddah*
Ohol.	*Oholot*
'Or.	*'Orlah*
Par.	*Parah*
Pe'ah	*Pe'ah*
Pes.	*Pesaḥim*
Qid.	*Qiddušin*
Qinnim	*Qinnim*
Qod.	*Qodašin*
Roš Haš.	*Roš haš-□anah*
□ab.	*□abbat*
Sanh.	*Sanhedrin*
□eb.	*□ebi'it*
□ebu.	*□ebu'ot*
□eq.	*□eqalim*
Soṭ.	*Soṭah*
Suk.	*Sukkah*
Ta'an.	*Ta'anit*
Tam.	*Tamid*
Ṭeb. Y.	*Ṭebul Yom*
Tem.	*Temurah*
Ter.	*Terumot*
Ṭoh.	*Ṭohorot*
'Uq.	*'Uqṣin*
Yad.	*Yadaim*
Yeb.	*Yebamot*
Yom.	*Yoma (= Kippurim)*
Zab.	*Zabim*
Zeb.	*Zebaḥim*
Zer.	*Zera'im*

15.14 *Further Rabbinic Abbreviations*

Ag. Ber.	*Aggadat Berešit*
ARN	*Abot deRabbi Nathan*

b.	*Babylonian Talmud*
Bar.	*Baraita*
Bem. R.	*Bemidbar Midrash (Midrash Rabbah on Numbers)* [preferably *Num. R.*]
Ber. R.	*Bereshith Midrash (Midrash Rabbah on Genesis)* [preferably *Gen. R.*]
Cant. R.	*Canticles Rabbah*
Deb. R.	*Debarim Midrash (Midrash Rabbah on Deuteronomy)* [preferably *Deut. R.*]
Der. Er. Rab.	*Derek Ereṣ Rabba*
Der. Er. Zuṭ.	*Derek Ereṣ Zuṭa*
Deut. R.	*Deuteronomy Rabbah*
Eccl. R.	*Ecclesiastes Rabbah*
Est. R.	*Esther Midrash (Midrash Rabbah on Esther)*
Exod. R.	*Exodus Rabbah*
Frag. Targ.	*Fragmentary Targum*
Gem.	*Gemara*
Kalla	*Kalla*
Lam. R.	*Lamentations Rabbah*
m.	*Mishnah*
M. ha-Midd.	*Mishnat ha-Middot*
Meg. Taʻan.	*Megillat Taʻanit*
Mek.	*Mekilta deRabbi Ishmael*
Mek. SbY.	*Mekilta deRabbi Simeon ben Yoḥai*
Midr. Prov.	*Midrash on Proverbs*
Midr. Ps.	*Midrash on Psalms*
Midr. Tan.	*Midrash Tannaʼim*
Midr. Teh.	*Midrash Tehillim (Midrash on Psalms)*
Neof.	*Neofiti I (Targum)* [or *Targ. Neof.*]
Num. R.	*Numbers Rabbah*
Pes. K.	*Pesiqta deRab Kahana* (usually cited from Mandelbaum's edition)
Pes. R.	*Pesiqta Rabbati*
PRE	*Pirke deRabbi Eliezer*
Pal. Targ.	*Palestinian Targum*
Qoh. R.	*Qohelet Midrash (Midrash Rabbah on Ecclesiastes)*
R.	*Rabbah*
Ruth R.	*Ruth Rabbah*
S. ʻOl. R.	*Seder ʻOlam Rabbah*
Sam. Targ.	*Samaritan Targum*
Ṣem.	*Ṣemaḥot*
Shem. R.	*Shemoth Midrash (Midrash Rabbah on Exodus)* [preferably *Exod. R.*]
Shir. R.	*Shir hash-Shirim Midrash (Midrash Rabbah on Song of Songs)* [preferably *Cant. R.*]
Sifra	*Sifra* (= Midrash on Leviticus)
Sifre	*Sifre* (= Midrash on Numbers and Deuteronomy)
Sop.	*Soperim*
T. d. Eliyy.	*Tanna debe Eliyyahu (= Seder Eliyyahu Rabba)*
Tanḥ.	*Tanḥuma*

t.	*Tosefta*
Targ. Esth. I, II	*First or Second Targum of Esther*
Targ. Isa.	*Targum of Isaiah*
Targ. Ket.	*Targum of the Writings*
Targ. Neb.	*Targum of the Prophets*
Targ. Neof.	*Targum Neofiti I* [or *Neof.*]
Targ. Onq.	*Targum Onqelos*
Targ. Ps.-J.	*Targum Pseudo-Jonathan*
Vay. R.	*Vayyiqra Midrash (Midrash Rabbah on Leviticus)* [preferably *Lev. R.*]
y.	*Yerushalmi (Palestinian Talmud)*
Yal.	*Yalquṭ*
Yem. Targ.	*Yemenite Targum*

15.15 *Nag Hammadi Tractates*

Acts Pet. 12 Apost.	*Acts of Peter and the Twelve Apostles*
Allogenes	*Allogenes*
Ap. Jas	*Apocryphon of James*
Ap. John	*Apocryphon of John*
Apoc. Adam	*Apocalypse of Adam*
1 Apoc. Jas	*First Apocalypse of James*
2 Apoc. Jas.	*Second Apocalypse of James*
Apoc. Paul	*Apocalypse of Paul*
Apoc. Pet.	*Apocalypse of Peter*
Asclepius	*Asclepius 21–29*
Auth. Teach.	*Authoritative Teaching*
Dial. Sav.	*Dialogue of the Saviour*
Disc. 8–9	*Discourse on the Eighth and Ninth*
Ep. Pet. Phil.	*Letter of Peter to Philip*
Eugnostos	*Eugnostos the Blessed*
Exeg. Soul	*Exegesis on the Soul*
Gos. Eg.	*Gospel of the Egyptians*
Gos. Phil.	*Gospel of Philip*
Gos. Thom.	*Gospel of Thomas*
Gos. Truth	*Gospel of Truth*
Great Pow.	*Concept of our Great Power*
Hyp. Arch.	*Hypostasis of the Archons*
Hypsiph.	*Hypsiphrone*
Interp. Know.	*Interpretation of Knowledge*
Marsanes	*Marsanes*
Melch.	*Melchizedek*
Norea	*Thought of Norea*
On Bap. A, B, C	*On Baptism A, B, C*
On Euch. A, B	*On the Eucharist A, B*
Orig. World	*On the Origin of the World*
Paraph. Shem	*Paraphrase of Shem*
Pr. Paul	*Prayer of the Apostle Paul*
Pr. Thanks.	*Prayer of Thanksgiving*
Sent. Sextus	*Sentences of Sextus*
Soph. Jes. Chr.	*Sophia of Jesus Christ*
Steles Seth	*Three Steles of Seth*
Teach. Silv.	*Teachings of Silvanus*
Testim. Truth	*Testimony of Truth*
Thom. Cont.	*Book of Thomas the Contender*

Thund. Thunder, Perfect Mind
Treat. Res.   *Treatise on Resurrection*
Treat. Seth   *Second Treatise of the Great Seth*
Tri. Trac.   *Tripartite Tractate*
Trim. Prot.   *Trimorphic Protennoia*
Val. Exp.   *A Valentinian Exposition*
Zost.   *Zostrianos*

16. ABBREVIATIONS OF PERIODICALS, REFERENCE WORKS AND SERIALS

16.1   The function of these abbreviations and acronyms is to save space and minimize the length of footnotes by abbreviating the names of commonly cited works. On the whole, SPP's rule is to require abbreviation of all works that appear in the following list; but for certain purposes (for example, when the book is addressed to an audience wider than that of professional biblical scholars) it is appropriate for all titles to be spelled out in full.

   Though further abbreviations may well be demanded by certain books, there is no merit in maximizing the number of abbreviations in a book. The principle is that abbreviations should be on the whole immediately intelligible to scholars working in the field; the titles of journals and series that would not normally be recognized by such readers should not be abbreviated.

16.2   The general principle governing these abbreviations is that journals with more than one word in their title are abbreviated, as are multi-volume reference works and the names of series. On the whole, these abbreviations are the same as those adopted by the Society of Biblical Literature; but, unlike the *SBL Handbook*, SPP gives full publication details of books that appear in lists of abbreviations.

AASOR	Annual of the American Schools of Oriental Research
AB	Anchor Bible
ABD	David Noel Freedman (ed.), *The Anchor Bible Dictionary* (New York: Doubleday, 1992).
AbrN	*Abr-Nahrain*
AcOr	*Acta orientalia*
ADAJ	*Annual of the Department of Antiquities of Jordan*
Aeg	*Aegyptus*
AER	*American Ecclesiastical Review*
AfO	*Archiv für Orientforschung*
AGJU	Arbeiten zur Geschichte des antiken Judentums und des Urchristentums
AHw	Wolfram von Soden, *Akkadisches Handwörterbuch* (Wiesbaden: Harrassowitz, 1959–81).
AION	*Annali dell'istituto orientale di Napoli*
AJA	*American Journal of Archaeology*
AJBA	*Australian Journal of Biblical Archaeology*
AJP	*American Journal of Philology*
AJSL	*American Journal of Semitic Languages and*

	Literatures
AJT	*American Journal of Theology*
ALBO	Analecta lovaniensia biblica et orientalia
ALGHJ	Arbeiten zur Literatur und Geschichte des hellenistischen Judentums
ALUOS	Annual of Leeds University Oriental Society
AnBib	Analecta biblica
AnBoll	Analecta Bollandiana
ANEP	James B. Pritchard (ed.), *Ancient Near East in Pictures Relating to the Old Testament* (Princeton: Princeton University Press, 1954).
ANET	James B. Pritchard (ed.), *Ancient Near Eastern Texts Relating to the Old Testament* (Princeton: Princeton University Press, 1950).
ANF	Ante-Nicene Fathers
Ang	*Angelicum*
AnOr	Analecta orientalia
ANQ	*Andover Newton Quarterly*
ANRW	Hildegard Temporini and Wolfgang Haase (eds.), *Aufstieg und Niedergang der römischen Welt: Geschichte und Kultur Roms im Spiegel der neueren Forschung* (Berlin: W. de Gruyter, 1972–).
ANTJ	Arbeiten zum Neuen Testament und Judentum
Anton	*Antonianum*
AOAT	Alter Orient und Altes Testament
AOS	American Oriental Series
APOT	R.H. Charles (ed.), *Apocrypha and Pseudepigrapha of the Old Testament in English* (2 vols.; Oxford: Clarendon Press, 1913).
ARG	*Archiv für Reformationsgeschichte*
ARM	Archives royales de Mari
ArOr	*Archiv orientální*
ARW	*Archiv für Religionswissenschaft*
ASNU	Acta seminarii neotestamentici upsaliensis
AsSeign	*Assemblées du Seigneur*
ASTI	*Annual of the Swedish Theological Institute*
ATAbh	Alttestamentliche Abhandlungen
ATANT	Abhandlungen zur Theologie des Alten und Neuen Testaments
ATD	Das Alte Testament Deutsch
ATR	*Anglican Theological Review*
AusBR	*Australian Biblical Review*
AUSS	*Andrews University Seminary Studies*
AV	Authorized Version
BA	*Biblical Archaeologist*
BAC	Biblioteca de autores cristianos
BAGD	Walter Bauer, William F. Arndt, F. William Gingrich and Frederick W. Danker, *A Greek–English Lexicon of the New Testament and Other Early Christian Literature* (Chicago: University of Chicago Press, 2nd edn, 1958).

BARev	*Biblical Archaeology Review*
BASOR	*Bulletin of the American Schools of Oriental Research*
BASORSup	*Bulletin of the American Schools of Oriental Research*, Supplements
BBB	Bonner biblische Beiträge
BCSR	*Bulletin of the Council on the Study of Religion*
BDB	Francis Brown, S.R. Driver and Charles A. Briggs, *A Hebrew and English Lexicon of the Old Testament* (Oxford: Clarendon Press, 1907).
BDF	Friedrich Blass, A. Debrunner and Robert W. Funk, *A Greek Grammar of the New Testament and Other Early Christian Literature* (Cambridge: Cambridge University Press, 1961).
BDR	Friedrich Blass, Albert Debrunner and Friedrich Rehkopf, *Grammatik des neutestamentlichen Griechisch* (Göttingen: Vandenhoeck & Ruprecht, 16th edn, 1984 [and other editions]).
BeO	*Bibbia e oriente*
BETL	Bibliotheca ephemeridum theologicarum lovaniensium
BEvT	Beiträge zur evangelischen Theologie
BFCT	Beiträge zur Förderung christlicher Theologie
BHK	R. Kittel (ed.), *Biblia hebraica* (Stuttgart: Württembergische Bibelanstalt, 1937).
BHS	*Biblia hebraica stuttgartensia*
BHT	Beiträge zur historischen Theologie
Bib	*Biblica*
BibB	Biblische Beiträge
BibInt	*Biblical Interpretation: A Journal of Contemporary Approaches*
BibLeb	*Bibel und Leben*
Biblicon	*Biblicon*
BibOr	Biblica et orientalia
BIES	*Bulletin of the Israel Exploration Society* (= *Yediot*)
BIFAO	*Bulletin de l'Institut français d'archéologie orientale*
BIOSCS	*Bulletin of the International Organization for Septuagint and Cognate Studies*
BJPES	*Bulletin of the Jewish Palestine Exploration Society*
BJRL	*Bulletin of the John Rylands University Library of Manchester*
BJS	Brown Judaic Studies
BK	*Bibel und Kirche*
BKAT	Biblischer Kommentar: Altes Testament
BLE	*Bulletin de littérature ecclésiastique*
BLit	*Bibel und Liturgie*
BN	*Biblische Notizen*
BNTC	Black's New Testament Commentaries
BO	*Bibliotheca orientalis*
BibRes	*Biblical Research*
BR	*Bible Review*

BSac	*Bibliotheca Sacra*
BSO(A)S	*Bulletin of the School of Oriental (and African) Studies*
BT	*The Bible Translator*
BTB	*Biblical Theology Bulletin*
BTS	*Bible et terre sainte*
BVC	*Bible et vie chrétienne*
BWANT	Beiträge zur Wissenschaft vom Alten und Neuen Testament
BZ	*Biblische Zeitschrift*
BZAW	Beihefte zur *ZAW*
BZNW	Beihefte zur *ZNW*
BZRGG	Beihefte zur *ZRGG*
CAD	Ignace I. Gelb *et al.* (eds.), *The Assyrian Dictionary of the Oriental Institute of the University of Chicago* (Chicago: Oriental Institute, 1964–).
CAH	Cambridge Ancient History
CAT	Commentaire de l'Ancien Testament
CB	*Cultura bíblica*
CBQ	*Catholic Biblical Quarterly*
CBQMS	*Catholic Biblical Quarterly*, Monograph Series
CCath	Corpus Catholicorum
CChr	Corpus Christianorum
CGTC	Cambridge Greek Testament Commentary
CH	*Church History*
CHR	*Catholic Historical Review*
CIG	*Corpus inscriptionum graecarum*
CII	*Corpus inscriptionum iudaicarum*
CIL	*Corpus inscriptionum latinarum*
CIS	*Corpus inscriptionum semiticarum*
CJT	*Canadian Journal of Theology*
ClQ	*Classical Quarterly*
CNT	Commentaire du Nouveau Testament
ConBNT	Coniectanea biblica, New Testament
ConBOT	Coniectanea biblica, Old Testament
ConNT	*Coniectanea neotestamentica*
CQ	*Church Quarterly*
CQR	*Church Quarterly Review*
CR	*Critical Review of Books in Religion*
CRBS	*Currents in Research: Biblical Studies*
CRAIBL	*Comptes rendus de l'Académie des inscriptions et belles-lettres*
CRINT	Compendia rerum iudaicarum ad Novum Testamentum
CSCO	Corpus scriptorum christianorum orientalium
CSEL	Corpus scriptorum ecclesiasticorum latinorum
CSRBull	*Council on the Study of Religion Bulletin*
CTA	A. Herdner (ed.), *Corpus des tablettes en cunéiformes alphabétiques découvertes à Ras Shamra–Ugarit de 1929 à 1939* (Paris: Imprimerie nationale Geuthner, 1963).
CTM	*Concordia Theological Monthly*
CurTM	*Currents in Theology and Mission*
DACL	*Dictionnaire d'archéologie chrétienne et de liturgie*

DBSup	*Dictionnaire de la Bible, Supplément*
DISO	Charles-F. Jean and Jacob Hoftijzer (eds.), *Dictionnaire des inscriptions sémitiques de l'ouest* (Leiden: E.J. Brill, 1965).
DJD	Discoveries in the Judaean Desert
DOTT	D. Winton Thomas (ed.), *Documents from Old Testament Times* (London: Nelson, 1958).
DTC	*Dictionnaire de théologie catholique*
DTT	*Dansk teologisk tidsskrift*
EBib	Etudes bibliques
EHAT	Exegetisches Handbuch zum Alten Testament
EKKNT	Evangelisch-Katholischer Kommentar zum Neuen Testament
EncJud	*Encyclopaedia Judaica*
EnchBib	*Enchiridion biblicum*
EstBíb	*Estudios bíblicos*
ETL	*Ephemerides theologicae lovanienses*
ETR	*Etudes théologiques et religieuses*
EvK	Evangelische Kommentare
EvQ	*Evangelical Quarterly*
EvT	*Evangelische Theologie*
ExpTim	*Expository Times*
FemTh	*Feminist Theology*
FFNT	Foundations and Facets: New Testament
FN	*Filología neotestamentaria*
FzB	Forschung zur Bibel
FOTL	The Forms of the Old Testament Literature
FRLANT	Forschungen zur Religion und Literatur des Alten und Neuen Testaments
GCS	Griechische christliche Schriftsteller
GKB	Wilhelm Gesenius, E. Kautzsch and Gotthelf Bergsträsser, *Hebräische Grammatik* (Hildesheim: G. Olms, 28th edn, 1962).
GKC	*Gesenius' Hebrew Grammar* (ed. E. Kautzsch, revised and trans. A.E. Cowley; Oxford: Clarendon Press, 1910).
GRBS	*Greek, Roman, and Byzantine Studies*
GTJ	*Grace Theological Journal*
Greg	*Gregorianum*
HALAT	Ludwig Koehler *et al.* (eds.), *Hebräisches und aramäisches Lexikon zum Alten Testament* (5 vols.; Leiden: E.J. Brill, 1967–1995).
HAR	*Hebrew Annual Review*
HAT	Handbuch zum Alten Testament
HBT	*Horizons in Biblical Theology*
HDB	James Hastings (ed.), *A Dictionary of the Bible* (5 vols.; New York: Charles Scribner's Sons, 1898–1904).
HDR	Harvard Dissertations in Religion
HeyJ	*Heythrop Journal*
HibJ	*Hibbert Journal*
HKAT	Handkommentar zum Alten Testament
HKNT	Handkommentar zum Neuen Testament
HNT	Handbuch zum Neuen Testament
HNTC	Harper's NT Commentaries

HR	*History of Religions*
HSM	Harvard Semitic Monographs
HTKNT	Herders theologischer Kommentar zum Neuen Testament
HTR	*Harvard Theological Review*
HUCA	*Hebrew Union College Annual*
HZ	*Historische Zeitschrift*
IB	*Interpreter's Bible*
IBS	*Irish Biblical Studies*
ICC	International Critical Commentary
IDB	George Arthur Buttrick (ed.), *The Interpreter's Dictionary of the Bible* (4 vols.; Nashville: Abingdon Press, 1962).
IDBSup	*IDB*, Supplementary Volume
IEJ	*Israel Exploration JournaI*
Int	*Interpretation*
ISBE	Geoffrey Bromiley (ed.), *The International Standard Bible Encyclopedia* (4 vols.; Grand Rapids: Eerdmans, rev. edn, 1979–88).
ITQ	*Irish Theological Quarterly*
JA	*Journal asiatique*
JAAR	*Journal of the American Academy of Religion*
JAC	*Jahrbuch für Antike und Christentum*
JANESCU	*Journal of the Ancient Near Eastern Society of Columbia University*
JAOS	*Journal of the American Oriental Society*
JB	*Jerusalem Bible*
JBL	*Journal of Biblical Literature*
JBR	*Journal of Bible and Religion*
JewEnc	*The Jewish Encyclopedia*
JCS	*Journal of Cuneiform Studies*
JEA	*Journal of Egyptian Archaeology*
JEH	*Journal of Ecclesiastical History*
JEOL	*Jaarbericht…ex oriente lux*
JES	*Journal of Ecumenical Studies*
JETS	*Journal of the Evangelical Theological Society*
JFSR	*Journal of Feminist Studies in Religion*
JHS	*Journal of Hellenic Studies*
JJS	*Journal of Jewish Studies*
JMA	*Journal of Mediterranean Archaeology*
JNES	*Journal of Near Eastern Studies*
JNSL	*Journal of Northwest Semitic Languages*
JPJ	*Journal of Progressive Judaism*
JPOS	*Journal of the Palestine Oriental Society*
JPSV	*Jewish Publication Society Version*
JPT	*Journal of Pentecostal Theology*
JPTSup	*Journal of Pentecostal Theology*, Supplement Series
JQR	*Jewish Quarterly Review*
JQRMS	*Jewish Quarterly Review*, Monograph Series
JR	*Journal of Religion*
JRAS	*Journal of the Royal Asiatic Society*
JRE	*Journal of Religious Ethics*
JRelS	*Journal of Religious Studies*
JRH	*Journal of Religious History*

JRS	*Journal of Roman Studies*
JRT	*Journal of Religious Thought*
JSHRZ	Jüdische Schriften aus hellenistisch-römischer Zeit
JSJ	*Journal for the Study of Judaism in the Persian, Hellenistic and Roman Period*
JSNT	*Journal for the Study of the New Testament*
JSNTSup	*Journal for the Study of the New Testament*, Supplement Series
JSOT	*Journal for the Study of the Old Testament*
JSOTSup	*Journal for the Study of the Old Testament*, Supplement Series
JSP	*Journal for the Study of the Pseudepigrapha*
JSPSup	*Journal for the Study of the Pseudepigrapha*, Supplement Series
JSS	*Journal of Semitic Studies*
JSSR	*Journal for the Scientific Study of Religion*
JTC	*Journal for Theology and the Church*
JTS	*Journal of Theological Studies*
Judaica	*Judaica: Beiträge zum Verständnis des jüdischen Schicksals in Vergangenheit und Gegenwart*
KAI	H. Donner and W. Röllig, *Kanaanäische und aramäische Inschriften* (3 vols.; Wiesbaden: Harrassowitz, 1962–64).
KAT	Kommentar zum Alten Testament
KB	Ludwig Koehler and Walter Baumgartner (eds.), *Lexicon in Veteris Testamenti libros* (Leiden: E.J. Brill, 1953).
KD	*Kerygma und Dogma*
KHAT	Kurzer Hand-Commentar zum Alten Testament
KJV	King James Version
LB	*Linguistica biblica*
LCC	Library of Christian Classics
LCL	Loeb Classical Library
LD	Lectio divina
Leš	*Lešonénu*
LPGL	G.W.H. Lampe, *A Patristic Greek Lexicon* (Oxford: Clarendon Press, 1961).
LQ	*Lutheran Quarterly*
LR	*Lutherische Rundschau*
LSJ	H.G. Liddell, Robert Scott and H. Stuart Jones, *Greek–English Lexicon* (Oxford: Clarendon Press, 9th edn, 1968).
LTK	*Lexikon für Theologie und Kirche*
LUÅ	Lunds universitets årsskrift
LW	*Lutheran World*
MDOG	Mitteilungen der deutschen Orient-Gesellschaft
MeyerK	H.A.W. Meyer (ed.), Kritisch-exegetischer Kommentar über das Neue Testament [sometimes referred to as KEK]
MGWJ	*Monatsschrift für Geschichte und Wissenschaft des Judentums*
MMA	Monographs in Mediterranean Archaeology

MNTC	Moffatt NT Commentary
MScRel	*Mélanges de science religieuse*
MTZ	*Münchener theologische Zeitschrift*
MUSJ	*Mélanges de l'université Saint-Joseph*
MVAG	Mitteilungen der vorderasiatisch-ägyptischen Gesellschaft
NAB	*New American Bible*
NASB	*New American Standard Bible*
NCB	New Century Bible
NEB	*New English Bible*
NedTTs	*Nederlands theologisch tijdschrift*
Neot	*Neotestamentica*
NHS	Nag Hammadi Studies
NICNT	New International Commentary on the New Testament
NICOT	New International Commentary on the Old Testament
NIDOTE	Willem A. VanGemeren (ed.), *New International Dictionary of Old Testament Theology and Exegesis* (5 vols.; Grand Rapids: Zondervan, 1997).
NIDNTT	Colin Brown (ed.), *The New International Dictionary of New Testament Theology* (3 vols.; Exeter: Paternoster Press, 1975).
NIGTC	The New International Greek Testament Commentary
NIV	New International Version
NJB	*New Jerusalem Bible*
NKZ	*Neue kirchliche Zeitschrift*
NorTT	*Norsk Teologisk Tidsskrift*
NovT	*Novum Testamentum*
NovTSup	*Novum Testamentum*, Supplements
NPNF	Nicene and Post-Nicene Fathers
NRSV	New Revised Standard Version
NRT	*La nouvelle revue théologique*
NTA	*New Testament Abstracts*
NTAbh	Neutestamentliche Abhandlungen
NTD	Das Neue Testament Deutsch
NTG	New Testament Guides
NTL	New Testament Library
NTOA	Novum Testamentum et orbis antiquus
NTS	*New Testament Studies*
NTTS	New Testament Tools and Studies
Numen	*Numen: International Review for the History of Religions*
OBO	Orbis biblicus et orientalis
OCD	*Oxford Classical Dictionary*
OLP	Orientalia lovaniensia periodica
OLZ	*Orientalistische Literaturzeitung*
Or	*Orientalia*
OrAnt	*Oriens antiquus*
OrChr	*Oriens christianus*
OrSyr	*L'orient syrien*
OTA	*Old Testament Abstracts*
OTG	Old Testament Guides

OTL	Old Testament Library
OTP	James Charlesworth (ed.), *Old Testament Pseudepigrapha*
OTS	*Oudtestamentische Studiën*
PAAJR	*Proceedings of the American Academy of Jewish Research*
PEFQS	*Palestine Exploration Fund, Quarterly Statement*
PEQ	*Palestine Exploration Quarterly*
PG	J.-P. Migne (ed.), *Patrologia cursus completa… Series graeca* (166 vols.; Paris: Petit-Montrouge, 1857–83).
PGM	K. Preisendanz (ed.), *Papyri graecae magicae*
PJ	*Palästina-Jahrbuch*
PL	J.-P. Migne (ed.), *Patrologia cursus completus… Series prima [latina]* (221 vols.; Paris: J.-P. Migne, 1844–65).
PO	Patrologia orientalis
PRU	*Le palais royal d'Ugarit*
P(ST)J	*Perkins (School of Theology) Journal*
PTMS	Pittsburgh Theological Monograph Series
PVTG	Pseudepigrapha Veteris Testamenti graece
PW	August Friedrich von Pauly and Georg Wissowa (eds.), *Real-Encyclopädie der classischen Altertumswissenschaft* (Stuttgart: Metzler, 1894–).
PWSup	Supplement to PW
QDAP	*Quarterly of the Department of Antiquities in Palestine*
RA	*Revue d'assyriologie et d'archéologie orientale*
RAC	*Reallexikon für Antike und Christentum*
RArch	*Revue archéologique*
RB	*Revue biblique*
RBén	*Revue bénédictine*
RCB	*Revista de cultura bíblica*
RE	*Realencyklopädie für protestantische Theologie und Kirche*
RechBib	Recherches bibliques
REg	*Revue d'égyptologie*
REJ	*Revue des études juives*
Rel	*Religion*
RelS	*Religious Studies*
RelSRev	*Religious Studies Review*
ResQ	*Restoration Quarterly*
RevExp	*Review and Expositor*
RevistB	*Revista biblica*
RevQ	*Revue de Qumran*
RevScRel	*Revue des sciences religieuses*
RevSém	*Revue sémitique*
RevThom	*Revue thomiste*
RGG	*Religion in Geschichte und Gegenwart*
RHE	*Revue d'histoire ecclésiastique*
RHPR	*Revue d'histoire et de philosophie religieuses*
RHR	*Revue de l'histoire des religions*
RivB	*Rivista biblica*
RNT	Regensburger Neues Testament

RRR	*Renaissance and Reformation Review*
RSN	*Religious Studies News*
RSO	*Rivista degli studi orientali*
RSPT	*Revue des sciences philosophiques et théologiques*
RSR	*Recherches de science religieuse*
RSV	Revised Standard Version
RTL	*Revue théologique de Louvain*
RTP	*Revue de théologie et de philosophie*
RTR	*Reformed Theological Review*
RV	Revised Version
SAM	Sheffield Archaeological Monographs
SANT	Studien zum Alten und Neuen Testament
SB	Sources bibliques
SBB	Stuttgarter biblische Beiträge
SBFLA	*Studii biblici franciscani liber annuus*
SBL	Society of Biblical Literature
SBLASP	SBL Abstracts and Seminar Papers
SBLDS	SBL Dissertation Series
SBLMasS	SBL Masoretic Studies
SBLMS	SBL Monograph Series
SBLRBS	SBL Resources for Biblical Study
SBLSBS	SBL Sources for Biblical Study
SBLSCS	SBL Septuagint and Cognate Studies
SBLSP	SBL Seminar Papers
SBLSS	SBL Semeia Studies
SBLTT	SBL Texts and Translations
SBM	Stuttgarter biblische Monographien
SBS	Stuttgarter Bibelstudien
SBT	Studies in Biblical Theology
SC	Sources chrétiennes
SCHNT	Studia ad corpus hellenisticum Novi Testamenti
ScEs	*Science et esprit*
Scr	*Scripture*
ScrB	*Scripture Bulletin*
SE	*Studia Evangelica I, II, III* (= TU 73 [1959], 87 [1964], 88 [1964], etc.)
SEARCH	Sheffield Environmental and Archaeological Research Campaign in the Hebrides
SEÅ	*Svensk exegetisk årsbok*
SecCent	*Second Century*
Sef	*Sefarad*
Sem	*Semitica*
SER	Sheffield Excavation Reports
SJ	Studia judaica
SJLA	Studies in Judaism in Late Antiquity
SJOT	*Scandinavian Journal of the Old Testament*
SJT	*Scottish Journal of Theology*
SNT	Studien zum Neuen Testament
SNTSMS	Society for New Testament Studies Monograph Series
SNTU	Studien zum Neuen Testament und seiner Umwelt
SOTSMS	Society for Old Testament Study Monograph Series

SPap	*Studia papyrologica*
SPAW	Sitzungsberichte der preussischen Akademie der Wissenschaften
SPB	Studia postbiblica
SR	*Studies in Religion/Sciences religieuses*
ST	*Studia theologica*
STÅ	*Svensk teologisk årsskrift*
STDJ	Studies on the Texts of the Desert of Judah
STK	*Svensk teologisk kvartalskrift*
Str–B	[Hermann L. Strack and] Paul Billerbeck, *Kommentar zum Neuen Testament aus Talmud und Midrasch* (7 vols.; Munich: Beck, 1922–61).
StudNeot	Studia neotestamentica
StudOr	Studia orientalia
SUNT	Studien zur Umwelt des Neuen Testaments
SVTP	Studia in Veteris Testamenti pseudepigrapha
SymBU	Symbolae biblicae upsalienses
TAPA	*Transactions of the American Philological Association*
TBl	*Theologische Blätter*
TBü	Theologische Bücherei
TBT	*The Bible Today*
TD	*Theology Digest*
TDNT	Gerhard Kittel and Gerhard Friedrich (eds.), *Theological Dictionary of the New Testament* (trans. Geoffrey W. Bromiley; 10 vols.; Grand Rapids: Eerdmans, 1964–).
TDOT	G.J. Botterweck and H. Ringgren (eds.), *Theological Dictionary of the Old Testament*
TEV	Today's English Version
TF	*Theologische Forschung*
TGl	*Theologie und Glaube*
THAT	Ernst Jenni and Claus Westermann (eds.), *Theologisches Handwörterbuch zum Alten Testament* (Munich: Chr. Kaiser, 1971–76).
TheolSex	*Theology and Sexuality*
THKNT	Theologischer Handkommentar zum Neuen Testament
ThWAT	G.J. Botterweck and H. Ringgren (eds.), *Theologisches Wörterbuch zum Alten Testament* (Stuttgart: W. Kohlhammer, 1970–).
TLZ	*Theologische Literaturzeitung*
TNTC	Tyndale New Testament Commentaries
TOTC	Tyndale Old Testament Commentaries
TP	*Theologie und Philosophie*
TPQ	*Theologisch-praktische Quartalschrift*
TQ	*Theologische Quartalschrift*
TRE	*Theologische Realenzyklopädie*
TRev	*Theologische Revue*
TRu	*Theologische Rundschau*
TS	*Theological Studies*
TSK	*Theologische Studien und Kritiken*

TT	*Teologisk Tidsskrift*
TTod	*Theology Today*
TTZ	*Trierer theologische Zeitschrift*
TU	Texte und Untersuchungen
TWNT	Gerhard Kittel and Gerhard Friedrich (eds.), *Theologisches Wörterbuch zum Neuen Testament* (11 vols.; Stuttgart, Kohlhammer, 1932–79).
TWOT	R. Laird Harris, Gleason L. Archer, Jr and Bruce K. Waltke (eds.), *Theological Wordbook of the Old Testament* (2 vols.; Chicago: Moody Press, 1980).
TynBul	*Tyndale Bulletin*
TNTC	Tyndale New Testament Commentaries
TOTC	Tyndale Old Testament Commentaries
TZ	*Theologische Zeitschrift*
UBSGNT	United Bible Societies' *Greek New Testament*
UF	*Ugarit-Forschungen*
UNT	Untersuchungen zum Neuen Testament
US	*Una Sancta*
USQR	*Union Seminary Quarterly Review*
UT	Cyrus H. Gordon, *Ugaritic Textbook* (Analecta orientalia, 38; Rome: Pontifical Biblical Institute Press, 1965).
UUÅ	Uppsala universitetsårsskrift
VC	*Vigiliae christianae*
VCaro	*Verbum caro*
VD	*Verbum domini*
VF	*Verkündigung und Forschung*
VS	Verbum salutis
VSpir	*Vie spirituelle*
VT	*Vetus Testamentun*
VTSup	*Vetus Testamentum,* Supplements
WA	M. Luther, *Kritische Gesamtausgabe* (= 'Weimar' edition)
WBC	Word Biblical Commentary
WMANT	Wissenschaftliche Monographien zum Alten und Neuen Testament
WO	*Die Welt des Orients*
WTJ	*Westminster Theological Journal*
WUNT	Wissenschaftliche Untersuchungen zum Neuen Testament
WW	*Word and World*
WZKM	*Wiener Zeitschrift für die Kunde des Morgenlandes*
ZA	*Zeitschrift für Assyriologie*
ZAH	*Zeitschrift für Althebraistik*
ZAW	*Zeitschrift für die alttestamentliche Wissenschaft*
ZDMG	*Zeitschrift der deutschen morgenländischen Gesellschaft*
ZDPV	*Zeitschrift des deutschen Palästina-Vereins*
ZHT	*Zeitschrift für historische Theologie*
ZKG	*Zeitschrift für Kirchengeschichte*
ZKT	*Zeitschrift für katholische Theologie*
ZMR	*Zeitschrift für Missionskunde und*

Religionswissenschaft

ZNW	*Zeitschrift für die neutestamentliche Wissenschaft*
ZPE	*Zeitschrift für Papyrologie und Epigraphik*
ZRGG	*Zeitschrift für Religions- und Geistesgeschichte*
ZST	*Zeitschrift für systematische Theologie*
ZTK	*Zeitschrift für Theologie und Kirche*
ZWT	*Zeitschrift für wissenschaftliche Theologie*

17. Biblical Reference Forms Used by Journals

17.1   There are many possible forms of reference to biblical texts. The learned journals display a great variety. Though it is not a matter of the highest importance, it is a good policy to use the exact form of reference that is to be found in one's source, and it is SPP's practice to follow the style of the journal that is being cited. The table below allows authors and editors to check, at least for some of the principal journals in biblical studies, whether the form in the cited source has been reproduced correctly.

17.2   The table must, however, be used with caution, since it is a rare journal that has adhered to a consistent style throughout its history. The following factors make the table less than wholly reliable: (1) Some journals do not impose a single form of reference; in such cases, the form that seems to be most common has been noted below and 'etc.' has been added in the last column. (2) Different styles are used by authors and editors in different languages, and some international journals display many varieties of reference; in such cases the form cited is the form used in articles in the language most commonly used in the journal. (3) The transition between one form and another rarely happens at a single moment; articles get set in type at various points in the course of production of an issue of a journal, and there is usually a great deal of inconsistency at the time of a change of style.

17.3   Despite those caveats, the table can serve as a useful check on the probability that the form of a particular reference is correct. If the form in one's text corresponds to the form registered below, one can be fairly sure that the reference is correct; but one should not hastily conclude that a difference from the form below indicates that a mistake has been made, especially if the form in one's text corresponds with a form previously in use in the particular journal.

Bib	1 (1920)	II Cor. 3, 7
	39 (1958)	II Cor 3,7
	43 (1962)	2 Cor 3,7
BA	1 (1938)	2 Cor 3:7
BibInt	1 (1992)	2 Cor. 3:7
BZ	1 (1957)	2 Cor 3, 7
	25 (1981)	2 Cor 3,7
CBQ	1 (1938)	2 Cor 3,7

	33 (1971)	2 Cor 3:7
ExpT	1 (1899–90)	II Cor. iii.7
	10 (1898–99)	2 Cor 3[7]
	97 (1985–86)	2 Cor 3:7
Henoch	1 (1979)	*II Cor.* 3,7
Int	1 (1956)	II Cor. 3:7
JBL	39 (1920)	II Cor. 3 7
	56 (1937)	II Cor 3 7
	90 (1971)	II Cor 3:7
	91 (1972)	2 Cor 3:7
JJS	1 (1949)	*2 Cor.* 3:7, etc.
	31 (1980)	2 Cor. 3:7
JSS	1 (1949)	*2 Cor.* 3:7
	31 (1980)	2 Cor. 3:7
JSJ	1 (1970)	2 Cor. 3, 7, etc.
JSNT	1 (1978)	2 Cor. 3:7, etc.
	19 (1983)	2 Cor. 3.7
JSOT	1 (1976)	2 Cor. 3:7, etc.
	26 (1983)	2 Cor. 3.7
JTS	1 (1900)	II Cor. iii 7
	NS 1 (1950)	II Cor. 3[7]
	5 (1954)	II Cor. iii. 7
	38 (1987)	II Cor. 3: 7
NTS	1 (1954–55)	II Cor. iii. 7
	26 (1980)	II Cor. 3. 7
	28 (1982)	2 Cor. 3. 7
	31 (1985)	2 Cor 3. 7
RB	55 (1948)	*II Cor.* III, 7
	59 (1952)	*II Cor.,* III, 7
	94 (1987)	2 Co 3, 7
VT	1 (1951)	2 Cor. iii 7
ZAW	50 (1932)	II Cor 3 7
	97 (1985)	II Cor 3,7

18. PUBLISHERS' NAMES

18.1 This is a list of the names and the principal locations of publishers who are most commonly referred to in scholarly works on biblical studies.

18.2 When a publisher has more than one office, only the first stated or the one presumed to be the head office is noted as the place of publication in the Bibliography and footnote references.

18.3 The name of a publisher includes 'Press' if it is part of the name, but not terms denoting the legal status of the company, such as Ltd or Co. or Inc. (except where listed hereunder).

18.4 When there are two elements in a publisher's name, they are usually joined by & (ampersand) or – (en-dash); thus

T. & T. Clark	Augsburg–
George Allen &	Fortress
Unwin	McGraw–Hill
Letouzey & Ané	Prentice–Hall

18.5 Publishers and primary places of publication:

Abingdon Press (Nashville *or* New York)
Abingdon–Cokesbury (New York)
Åbo Akademi (Åbo)
Academic Press (London *or* New York)
Academy for Jewish Research (Jerusalem)
Akademie Verlag (Berlin)
Akademische Verlagsbuchhandlung (Freiburg)
Alba House (New York)
George Allen & Unwin (London)
Allenson (Naperville, IL)

Almond Press (Sheffield)
American Oriental Society (New Haven)
American Schools of Oriental Research (Cambridge, MA)
Archon Books (Hamden, CT)
Armstrong & Son (New York)
Edward Arnold (London)
Aschendorff (Münster)
Association Press (New York)
Athlone Press (London)
Attic Press (Greenwood, SC)
Attinger (Neuchâtel)

Augsburg
(Minneapolis)
Augsburg–Fortress
(Minneapolis)
Stephen Austin &
Sons (Hertford)

Baker Book House
(Grand Rapids)
Bamberger &
Wahrmann
(Jerusalem)
Banner of Truth Trust
(London *or*
Carlisle, PA)
Barrie & Jenkins
(London)
Basic Books (New
York)
Beacon Press (Boston)
Beauchesne (Paris)
Beck (Munich)
Beltz Athenäum
(Weinheim)
Benjamin/Cummings
(Menlo Park, CA)
Benzinger Verlag
(Zürich)
Berchthold Haller
(Bern)
C. Bertelsmann
(Gütersloh)
Bethany
(Minneapolis)
Biblical Institute Press
(Rome)
A. & C. Black
(London)
Basil Blackwell
(Oxford)
Bloch Publishing Co.
(New York)
Bobbs–Merrill (New
York)
Bookman Associates
(New York)
Bouvier (Bonn)
George Braziller (New
York)
E.J. Brill (Leiden)
The British Academy
(London)
Brockhaus
(Wuppertal)

Calwer Verlag
(Stuttgart)
Cambridge University
Press (Cambridge)
John Carroll
University Press
(Wilmington, DE)
Carta (Jerusalem)
Case Western Reserve
University Press
(Cleveland)
Cassell, Petter, Galpin
& Co. (London)
Catholic Biblical
Association
(Washington)
Catholic University of
America Press
(Washington)
Cerf (Paris)
Geoffrey Chapman
(London)
Clarendon Press
(Oxford)
T. & T. Clark
(Edinburgh)
Cokesburg (Nashville)
Collins (London)
Columbia University
Press (New York)
Consejo Superior de
Investigaciones
Cientificas
(Madrid)
Cornell University
Press (Ithaca, NY)
Crossroad (New York)

Darton, Longman &
Todd (London)
Deichert (Leipzig)
Dekker & Van de Vegt
(Nijmegen)
Delachaux & Niestlé
(Neuchâtel *or*
Paris)
Desclée de Brouwer
(Paris)
Deutsche
Bibelgesellschaft
(Stuttgart)
Doubleday (Garden
City, NY *or* New
York)
Gerald Duckworth

(London)
Duculot (Gembloux)
Duke University Press
    (Durham, NC)
Duquesne University
    Press (Pittsburgh)
Dura-Europos
    Publications (New
    Haven)
Jacob Dybwad (Oslo)

Echter Verlag
    (Würzburg)
Edinburgh University
    Press (Edinburgh)
Editrice Anselmiana
    (Rome)
Editrice Pontificia
    Università
    Gregoriana (Rome)
Eerdmans (Grand
    Rapids)
Egypt Exploration
    Fund (London)
Eisenbrauns (Winona
    Lake, IN)
Epworth Press
    (London)
Evangelische
    Verlagsanstalt
    (Berlin)
Evangelischer Verlag
    (Zollikon–Zürich)
EVZ-Verlag (Zürich)

Feldheim (Jerusalem
    or Spring Valley,
    NY)
Fortress Press
    (Philadelphia)
Franciscan Herald
    Press (Chicago)
Franciscan Printing
    Press (Jerusalem)
Free Press (Glencoe)
Funk & Wagnalls
    (New York)

J. Gabalda (Paris)
G.E.C. Gad
    (Copenhagen)
Gelbstverlag der
    Erben (Berlin)
Gerstenberg
    (Hildesheim)

Michael Glazier
    (Wilmington, DE)
C.W.K. Gleerup
    (Lund)
Gregorian University
    Press (Rome)
W. de Gruyter (Berlin)
Gütersloher
    Verlagshaus
    (Gütersloh)

Peter Hanstein (Bonn
    or Cologne)
Harcourt Brace
    Jovanovich (New
    York)
Harcourt, Brace &
    World (New York)
Harcourt, Brace &
    Company (New
    York)
HarperCollins (New
    York *or* London)
HarperSanFrancisco
    (San Francisco)
Harper & Brothers
    (New York)
Harper & Row (New
    York *or* San
    Francisco)
Otto Harrassowitz
    (Leipzig *or*
    Wiesbaden)
Hartford Seminary
    Foundation Press
    (Hartford, CT)
Harvard University
    Press (Cambridge,
    MA)
Hebrew Union
    College Press
    (Cincinnati)
Heinemann (London)
Hendrickson
    (Peabody, MA)
Herald Press
    (Kitchener,
    Ontario)
Herder & Herder
    (New York)
Herder (Freiburg *or*
    Rome)
Hermon Press (New
    York)
Wilhelm Hertz

(Berlin)
J.C. Hinrichs (Leipzig)
Hodder & Stoughton
(London)
Holt, Rinehart &
Winston (New
York)
Huber (Munich *or*
Frauenfeld)
Humanities Press
(New York)
Hutchinson (London)

Indiana University
Press
(Bloomington)
Institut Biblique
Pontifical (Rome)
[use Pontifical
Biblical Institute]
Inter-Varsity Press
(Leicester *or*
London)
InterVarsity Press
(Downers Grove,
IL)
Irish University Press
(Shannon)
Itzkowski (Berlin)
IVP (Downers Grove,
IL *or* Leicester)

Jewish Publication
Society of America
(Philadelphia)
Jewish Theological
Seminary of
America (New
York)
Jewish Theological
Society of America
(New York)
John Knox Press
(Atlanta *or*
Richmond, VA)
The Johns Hopkins
University Press
(Baltimore *or*
London)
JSOT Press (Sheffield)
Judson Press (Valley
Forge, PA)
Chr. Kaiser Verlag
(Munich *or*
Gütersloh)

Katholisches
Bibelwerk
(Stuttgart)
J. Kauffmann
(Frankfurt)
KBW (Stuttgart)
Keter Publishing
House (Jerusalem)
Kiryath Sepher
(Jerusalem)
John Knox Press
(Atlanta *or*
Richmond, VA)
W. Kohlhammer
(Stuttgart)
Kok (Kampen)
Rabbi Kook
Foundation
(Jerusalem)
Kösel (Munich)
Kregel (Grand Rapids)
Ktav (New York)

Peter Lang (New York
or Bern)
Librairie Lecoffre
(Paris)
Leroux (Paris)
Letouzey & Ané
(Paris)
Leuven University
Press (Gembloux
or Leuven)
Little, Brown & Co.
(Boston)
Liturgical Press
(Collegeville, MN)
Longmans, Green &
Co. (London)
Longmans, Green
(London *or* New
York)
Louisiana State
University Press
(Baton Rouge)
Lundeqvist (Uppsala)
Lutterworth (London)

Machbarot Lesifrut
(Tel Aviv)
Macmillan (London *or*
New York)
Magnes Press
(Jerusalem)
Makor (Jerusalem)

Manchester
  University Press
  (Manchester)
Marshall, Morgan &
  Scott (London)
McGraw–Hill (New
  York)

Edwin Mellen Press
  (Lewiston, NY)
Mercer (Cork)
Mercer University
  Press (Macon, GA)
Methuen (London *or*
  New York)
Humphrey Milford,
  Oxford University
  Press (London)
Milwaukee Public
  Museum
  (Milwaukee)
Gerd Mohn
  (Gütersloh)
J.C.B. Mohr
  (Tübingen)
J.C.B. Mohr [Paul
  Siebeck]
  (Tübingen)
Mohr Siebeck
  (Tübingen)
Mossad Harev Kook
  (Jerusalem)
Mouton (The Hague)
Mouton de Gruyter
  (Berlin)
Mowbrays (London)
John Murray
  (London)

Thomas Nelson
  (London)
Neukirchener Verlag
  (Neukirchen–
  Vluyn)
New Left Books
  (London)
Max Niemeyer (Halle
  or Tübingen)

Northwestern
  University Press
  (Evanston, IL)
W.W. Norton (New
  York)

Noord-hollandsche
  Uitgevers-
  Maatschappij
  (Amsterdam)

Oliphants (London)
Oliver & Boyd
  (Edinburgh)
Georg Olms
  (Hildesheim)
Orbis Books
  (Maryknoll, NY)
Oxford University
  Press (London *or*
  Oxford *or* New
  York)

Pantheon (New York)
Pardes Publishing
  House (New York)

Paternoster Press
  (Exeter *or* Carlisle)
Patmos (Düsseldorf)
Paulist Press (New
  York *or* Mahwah,
  NJ)
Penguin Books
  (Harmondsworth
  or London)
Pergamon Press
  (Oxford *or* New
  York)
Peeters (Leuven)
Pickering & Inglis
  (London *or*
  Basingstoke)
Pickwick Press
  (Pittsburgh)
Pittsburgh Theological
  Seminary
  (Pittsburgh)
Polebridge Press
  (Sonoma, CA)
Pontificio Istituto
  Biblico (Rome)
Pontifical Biblical
  Institute Press
  (Rome)
Praeger (New York *or*
  Westport, CT *or*
  London)
Prentice–Hall
  (Englewood Cliffs,
  NJ)

Presses Universitaires
de France (Paris)
Princeton University
Press (Princeton,
NJ)
Putnam's Sons
(London *or* New
York)

Random House (New
York)
Georg Reimer (Berlin)
Friedrich Reinhardt
(Basel)
Fleming H. Revell
(New York)
Rieder (Paris)
Rivingtons (London)
Routledge (London)
Routledge & Kegan
Paul (London)
Royal Asiatic Society
(London)
Royal Irish Academy
(Dublin)

SBL (Missoula, MT *or*
Philadelphia)
Schenkman
(Cambridge, MA)
Schnell & Steiner
(Munich)
Schocken Books (New
York)
Schola Press (Austin,
TX)
Scholars Press
(Atlanta *or* Chico,
CA *or* Missoula,
MT)
School of Oriental and
African Studies
(London)
Schuman (New York)
SCM Press (London)
Charles Scribner's
Sons (New York)
Seabury (New York)
Secker & Warburg
(London)
Sheffield Academic
Press (Sheffield)
Smith, Elder & Co.
(London)
Soncino (Hindhead,

Surrey *or*
Jerusalem)
Southern Illinois
University Press
(Carbondale, IL)
SPCK (London)
St Benno (Leipzig)
Verlag St Gabriel
(Mödling)
Stein & Day (New
York)

Talmudical Research
Institute (New
York)
Tel Aviv University
(Tel Aviv)
Temple University
(Philadelphia)
Teubner (Leipzig *or*
Stuttgart *or* Berlin)
Texas Christian
University Press
(Fort Worth)
Thames & Hudson
(London)
Theologischer Verlag
(Zürich)
Theologischer Verlag
Rolf Brockhaus
(Wuppertal)
Thornton Butterworth
(London)
Tipografia Enrico
Ariani (Florence)
Alfred Töpelmann
(Giessen *or* Berlin)
Trinity Press
International
(Valley Forge, PA
or Harrisburg, PA)
Trinity University
Press (San
Antonio, TX)
Trübner (Strasbourg)
Tyndale Press
(London)

Undena Publications
(Los Angeles)
United Bible Societies
(London *or* New
York *or* Stuttgart)
Universitätsverlag /
Vandenhoeck &

Ruprecht (Freiburg/Göttingen)
Université de Lille (Lille)
Universitetsforlaget (Oslo)
University Microfilms (Ann Arbor, MI)
University of Arizona Press (Tucson)
University of Birmingham Press (Birmingham)
University of California Press (Berkeley)
University of Chicago Press (Chicago)
University of Michigan Press (Ann Arbor)
University of Minnesota Press (Minneapolis)
University of New Mexico Press (Albuquerque)
University of North Carolina Press (Chapel Hill)
University of Notre Dame Press (Notre Dame)
University of Pittsburgh Press (Pittsburgh)
University of Texas Press (Austin)
University of Utah Press (Salt Lake City)
University of Wales Press (Cardiff)
University Press of America (Lanham, MD)

Vallentine, Mitchell & Co. (London)
Van Gorcum (Assen)
Vandenhoeck & Ruprecht (Göttingen)
Viking (New York)
Vintage Books (New York)

Waisenhaus (Halle *or* Braunschweig)
Wayne State University Press (Detroit)
Weidenfeld & Nicolson (London)
Weidmann (Berlin *or* Hildesheim)
Western North Carolina Press (Dillsboro, NC)
Westminster Press (Philadelphia)
Westminster / John Knox Press (Louisville, KY)
John Wiley & Sons (New York)
Williams & Norgate (London)
Carl Winter (Heidelberg)
Wissenschaftliche Buchgesellschaft (Darmstadt)
Word Books (Waco, TX, *or* Dallas)

Yale University Press (New Haven)

Zondervan (Grand Rapids)
Zwingli-Verlag (Zürich)

19. GREEK CHARACTERS

19.1   *The Names of Greek Letters.* Greek letters are referred to in English spelling, in roman type, when mentioned in the text. They are spelled thus: alpha, beta, gamma, delta, epsilon, zeta, eta, theta, iota, kappa, lambda, mu, nu, xi, omicron, pi, rho, sigma, tau, upsilon, phi, chi, psi, omega.

19.2   *Transliteration of Greek*

α	a		ο	o
β	b		π	p
γ	g		ρ	r
δ	d		σ	s
ε	e		τ	t
ζ	z		υ	u
η	e with a macron		φ	ph
θ	th		χ	ch
ι	i		ξ	x
κ	k		ψ	ps
λ	l		ω	ō
μ	m			
ν	n			

Rough breathing is indicated by an initial *h.*
Iota subscript is not indicated in transliteration.
γγ is transliterated *ng*, γκ by *nk*, γχ by *nch*.
Upsilon is transliterated as *u*, not *y*.

19.3   SPP's preferences about Greek and Hebrew fonts are in transition at the moment, and prospective authors should be in touch with the Press about the fonts they should use.

20. HEBREW CHARACTERS

20.1 *Names of Hebrew Letters.* Hebrew letters are referred to in English spelling, in roman type, when mentioned in the text, in these forms: aleph (*or* 'aleph), beth, gimel, daleth, he, waw, zayin, heth (*or* ḥeth), teth (*or* ṭeth), yod, kaph, lamedh, mem, nun, samekh, ayin (*or* 'ayin), pe, sade (*or* ṣade), qoph, resh, sin, shin, taw. SPP writes *kethib* and *qere*.

20.2 *Names of Hebrew Grammatical Forms.* Hebrew verb conjugations (voices, *binyanim*) are referred to in English spelling, in roman type, as: qal, piel, niphal, pual, hiphil, hophal, hithpael, polel, polal, etc. (abbreviated qal, ni., pi., pu., hi., ho., htp., pol., polal, etc.).

20.3 *Transliteration of Hebrew.* For certain purposes, such as naming Hebrew letters (§20.1) or citing the names of ancient Hebrew texts (e.g. §15.13-14), the exact, 'scientific' transliteration is not employed. Some SPP authors use a modern Hebrew system of transliteration (§20.7), and such is usually acceptable. Sometimes also a relatively well-known Hebrew word (e.g. *kabod, nephesh, ruach*), or one that is used repeatedly in a chapter or book, can be stripped of its scientific diacritics or otherwise be normalized in the direction of English. For the most part, however, Hebrew, when transliterated, should conform to the system set out below.

20.5 *Consonants.* Hebrew consonants are transliterated according to the following system:

א	a	ט	ṭ	פ	p
ב	b	י	y	צ	ṣ
ג	g	כ	k	ק	q
ד	d	ל	l	ר	r
ה	h	מ	m	שׂ	ś
ו	w	נ	n	שׁ	š
ז	z	ס	s	ת	t
ח	ḥ	ע	'		

Dagesh lene is not shown; dagesh forte is shown by doubling the letter.

20.6 *Vowels.* Hebrew vowels are transliterated according to the following system (accompanied in this table, for conve-

nience, by the letter בּ):

בַ	a (pataḥ)	בְ	e (šᵉwâ)
בָ	ā (qāmeṣ)	בִ	i (ḥireq)
בָה	â (final qāmeṣ h)	בִי	î (ḥireq yōd)
בֲ	ᵃ (ḥāṭ p pataḥ)	בָ	o (qāmeṣ ḥāṭûp)
בֶ	e (sᵉgōl)	בֹ	ō (ḥōlem *defective*)
בֵ	(ṣ rê)	בוֹ	ô (ḥōlem *plene*)
בֵי	ê (ṣ rê yōd)	בֳ	ᵒ (ḥāṭ p qāmeṣ)
בֶי	ê (sᵉgōl yōd)	בֻ	u (qibbûṣ)
בֱ	ᵉ (ḥāṭ p sᵉgōl)	בוּ	û (šûreq)

20.7   *Modern Hebrew Transliteration.* Although it is the Press's policy to use the foregoing system of transliteration (§§20.4-6) for words and phrases from the Hebrew Bible and other ancient Jewish texts, some authors prefer to use one of the systems for the transliteration of Modern Hebrew. Such a choice is acceptable, though authors and editors alike should be careful not to mix the 'scientific' style and the more informal style.
    The differences from the 'scientific' transliteration are:

a	' [or omitted]
b	v
j	ch
k	k or kh
[	' [or omitted]
x	z or this
c	s
v	sh

In this system, aleph and ayin are not transliterated, or else, before a vowel, transliterated with an apostrophe. The length of vowels is not indicated in this system, the vocal shewa is usually omitted, and doubled letters (dagesh forte) are ignored.

20.8   SPP's preferences about Greek and Hebrew fonts are in transition at the time of writing, and prospective authors should be in touch with the Press about the fonts they should use.

21. DIFFERENCES BETWEEN SPP AND SBL HOUSESTYLES

32.1   The Society of Biblical Literature (SBL) has its own *The SBL Handbook of Style for Ancient Near Eastern, Biblical, and Early Christian Studies* (ed. by Patrick H. Alexander; Peabody, MA: Hendrickson Publishers, 1999) This is the most complete set of housestyle rules for authors and editors of works in biblical studies apart from the present Manual, and many SPP authors will be familiar with it. Some of the significant differences between SPP style and SBL style have been noted elsewhere in this Manual at the appropriate point; in this section an almost random collection of the differences that have been noted are brought together (a more systematic list remains to be completed).

32.2   SPP accepts manuscripts in either British or US spelling, SBL only in US spelling (authors from other countries can opt for one system or the other).

32.3   In references to biblical texts, SBL uses the form Gen 4:6. SPP prints Gen. 4.6, that is, with a full stop after the biblical book name if it is an abbreviation and not a contraction (see §8.2), and with a full stop and not a colon between the chapter and the verse.

32.4   SBL requires a space to be left between the initials of persons (e.g. J. Q. Doe); SPP requires no space between initials, and only a space between the last initial and the surname (e.g. J.Q. Doe, J. Doe).

32.5   SBL prints quotations of five lines or more as indented paragraphs in smaller type; SPP prints quotations of four lines or more or of 40 words or more, and notes that the rule is not applied rigidly (see §9.3).

32.6   Page and column numbers are not preceded by 'pp.', 'cols.' and the like in SBL style; they are so preceded in SPP style.

32.7   Publishers' names in SBL style do not contain 'Press', 'Verlag' and the like except in the case of a university press (but Scholars Press and Neukirchener Verlag [because Neukirchener is an adjective] are to be given in those forms). SPP uses the forms adopted by the publisher (e.g. SCM Press, E.J. Brill), except that it does not include 'Co.' or 'Ltd' or 'Inc.' and suchlike notations of the legal status of the publishing company

(see §18.3). Against SBL, SPP uses the form 'T. & T. Clark', adjudging the publisher's current style 'T&T Clark' to be no more than a display style. Some publishers, like Wm B. Eerdmans, have used various styles over the years; the correct form is the form used in the book being cited. E.J. Brill now uses 'Brill Academic Publishers'; the name 'Koninklijke Brill NV' is the name of the company, not their name as publishers.

32.8   Dissertations are treated by SPP like books for the purpose of citation and reference. The *SBL Handbook* does not apparently offer any view on how dissertations should be referred to ('dissertation' is not in the Index), but probably the *Chicago Manual of Style* is assumed as a norm. It requires dissertation to be treated like articles, i.e. to be in Roman with quotation marks (§7.146). The reason given is that dissertations are unpublished, though it is not clear why the publication status of a dissertation should put it into the category of articles. The distinction between published and unpublished is in any case breaking down, and in Europe dissertations have long been published at the time of their defence. So there seems no adequate reason for treating dissertations differently from books.

32.9   In noting the series in which a book is published, SBL has no comma between the series name and the number; SPP does (e.g. VTS, 15).

32.10   In noting the series of a book, SBL writes, for example, SBT 2/5, meaning Studies in Biblical Theology, Second Series, number 5. SPP writes SBT 2.5.

32.11   Volume numbers of multi-volume works are indicated in SBL style with Arabic numerals (e.g. *TDNT* 6:44-55), but in SPP style with Roman numerals and without a comma after the name of the work (e.g. *TDNT*, VI, pp. 44-55).

32.12 The names of the Hebrew letters are spelled by SPP aleph (*or* 'aleph), beth, gimel, daleth, he, waw, zayin, ḥeth (*or* heth), ṭeth (*or* teth), yod, kaph, lamedh, mem, nun, samekh, ayin (*or* 'ayin), pe, ṣade (*or* sade), qoph, resh, sin, shin, taw. They are written in roman type. The SBL system seems internally inconsistent.

32.13   In the transliteration of Hebrew, SBL style uses special characters for aleph and ayin (ʾ and ʿ), SPP the closing and opening single quotation marks respectively (' for aleph, ' for ayin).

32.14   The Greek letter upsilon is transliterated as *y* by SBL (except in diphthongs), but always as *y* by SPP.

32.15 Abbreviations and acronyms are generally the same in SBL and SPP style. The following are the only observed differences (though note that, unlike SBL style, SPP style uses a full stop after an abbreviation of a biblical book name, though not after a contraction, that is, where the last letter of the contraction is the same as the last letter of the full word; thus Mt., Lk., but Mk, Jn):

SBL	SPP	
1–2 Chr	*1–2 Chron.*	*1–2 Chronicles*
Esth	*Est.*	*Esther*
1–2 Esdr.	*1–2 Esd.*	*1–2 Esdras*
Matt	*Mt.*	*Matthew*
Mark	*Mk*	*Mark*
Luke	*Lk.*	*Luke*
John	*Jn*	*John*
1–2–3 John	*1–2–3 Jn*	*1–2–3 John*
Ep Jer	*Ep. Jer.*	*Epistle of Jeremy*
Odes Sol.	*Odes*	*Odes of Solomon*
T. 12 Patr.	*T. XII Patr.*	*Testament of the Twelve Patriarchs*
Prot. Jas.	*Prot. Jas*	*Protevangelium of James*
Bib. Ant.	*LAB*	Pseudo-Philo, *Liber Antiquitatum Biblicarum*

32.16   The following errors in the *SBL Handbook* may be noted here:

p. 27, paragraph (2), line 3 'over the right side of the *ʾālep*'.
p. 79, last line, columns 1 and 2, 'Moʿed', not 'Moʾed'.
p. 80, first line, columns 1 and 2, 'Moʿed', not 'Moʾed'.
p. 123, s.v. *ALASP*, 'Syrien', not 'Syren'
p. 131, s.v. *EDNT*, 'Balz and', not 'Balz.'
p. 136, s.v. *ITP*, 'Tadmor, H.', not 'Hayim Tadmor,'.
p. 137, s.v. JSOT, '*JSOT*', not 'JSOT'.
p. 139, s.v. Lane, delete 'Reprint, 1968'.
p. 140, s.v. *Mus*, 'Le *Muséon*', not '*Muséon*'.
p. 140, s.v. *NABU*, '*brèves*', not '*breves*'
p. 143, s.v. Payne Smith, insert '2 vols.'
p. 143, s.v. POut, 'POT'.
p. 146, s.v. *SBFLA*, 'franciscani', not 'Franciscani'.
p. 149, s.v. ThSt, a different abbreviation is needed for Theologische Studien
p. 150, s.v. *TWOT*, 'Harris and', not 'Harris,'.
p. 151, s.v. *UHP*, 'Dahood, M. *Ugaritic–Hebrew Philology*', not '*Ugaritic–Hebrew Philology*. Dahood, M.'
p. 151, s.v. *WKAS*, '*Wörterbuch*', not '*Das Wörterbuch*', and insert place of publication, Wiesbaden.
p. 269, column 1, line 2, '7.1.2', not '7.12'.

22. GLOSSARY OF PUBLISHING TERMS

33.1   *Acid-Free Paper*
Paper designed to last at least one hundred years. All SPP books are printed on acid-free paper.

33.2   *Backlist*
Books that were published more than twelve months ago and that are still in print.

33.3   *Binding*
The process of folding, gathering, sewing and gluing the printed sheets of a book and of attaching the cover.

33.4   *Bleed*
To extend the printed image (usually a graphic) to the very edge of the page.

33.5   *Body (of a book)*
All the material of a book apart from the front matter and end matter.

33.6   *Book Face*
A font that is suitable for the text of a book, such as Times, Palatino, Bookman, Garamond.

33.7   *Camera-Ready Copy*
The text of a book printed on a laser printer and sent to the printer (book manufacturer) to be photographed onto film plates.

33.8   *Caps*
Capital letters.

33.9   *Cased*
Hardbound, hardbacked.

33.10   *Character*
A single letter or symbol. Word processors usually count the number of characters in a file. There are on average about 6 characters per word (counting the space between words), and about 2400 characters per average printed page.

33.11   *Colour Separation*
The process of preparing several different photographic images of the one graphic, which are to be overprinted in order to create a full-colour graphic.

33.12   *Copy-Editing*

The careful preparation of a typescript for typesetting.

33.13   *Copy-Editor*
At SPP, the copy-editor may be one of the Press's desk editors or a freelance copy-editor. The task of a copy-editor is to prepare a manuscript for typesetting and, usually, to read the proofs. See also *Desk Editor*.

33.14   *Copyright*
The legal protection afforded to books and journals. SPP normally assumes the copyright for books and journals it publishes. Authors are free to reprint articles or chapters of their own in other publications (with due acknowledgment). Requests from other persons to reprint an article or chapter by an SPP author are usually granted, but a fee is charged.

33.15   *Crop*
To trim an illustration (graphic) or to mark on an illustration the area that is to be reproduced.

33.16   *Depth*
The vertical measurement of type on a page.

33.18   *Display Type*
Type that is 18 points or more, or that is larger, bolder or distinctive. Display type is commonly used for advertising and for title pages, and rarely in scholarly books for headings and chapter titles.

33.19   *Ellipsis*
A character (…) that signifies the omission of one or more words.

33.20   *Em*
A unit of measurement equivalent to the width of the letter 'm'; thus an 'em-dash' is the character —.

33.21   *En*
A unit of measurement equivalent to the width of the letter 'n'; thus an 'en-dash' is the character –.

33.22   *Flush*
Aligned vertically. Thus a line that is set 'flush left' starts at the left-hand margin and is not indented.

33.23   *Font*
A set of characters and symbols that have been designed to harmonize with one another. See *Book Faces*, *Display Faces*.

33.24   *Front Matter*
All the material preceding the body of the book. Also known as

prelims. It includes half-title, series title page, title page, bibliographical page, dedication (which may be on the bibliographical page), table of contents, tables of plates, maps, illustrations, foreword, preface, acknowledgments, abbreviations, list of contributors—though not every book will contain all these elements.

33.25 *Gutter*
The space between columns on a page, or, the inside margin of a page.

33.26 *Half-Title*
The right-hand page preceding the title page, containing the title of the book and little more. Books in SPP series use the half-title page as the series title page. Not all books have a half-title page.

33.27 *Half-Tone*
The usual form of reproduction of a black-and-white photograph.

33.28 *Hanging Indent*
The format of a paragraph when the first line is flush left and the remaining lines are all indented.

33.29 *Hard Copy*
Typescript or laser-printed text, as distinct from disk copy (an electronic copy).

33.30 *Imprint*
The name of the publisher that is to be cited in bibliographic matter. The name of the publishing company is not necessarily that of its imprint, and one publishing company may have several imprints (e.g. JSOT Press and Almond Press were at one time imprints of Sheffield Academic Press).

33.31 *Inputting*
Typing a manuscript on a computer in a word-processing program. Also called keyboarding. At SPP, the manuscript has already been copy-edited when it is input.

33.32 *Justify*
To make a line of text, regardless of the length of the words in it, exactly the same length as others in the same paragraph or book.

33.33 *Leading*
The amount of space between lines of type. Typically, a line set in 12 point Palatino, for example, has a space of 14 points between the base of one line and the base of the next.

33.34   *Line Drawing*
An illustration without tones or shadings, e.g. a diagram or a drawing in pen and ink.

33.35   *List*
The list of all titles published by a particular publisher, whether in print or forthcoming.

33.36   *Monograph*
A specialized scholarly study, as distinct from a textbook (for classroom and student use) and a trade book (for bookshops and the general public).

33.37   *Manuscript*
While its etymological meaning is 'written by hand', the term is now used for the typescript submitted by an author to a publisher.

33.38   *OCR*
Optical Character Recognition, a method of reading typed or printed matter into electronic form.

33.39   *Orphan*
A short line ending a paragraph, at the top of a page. See also *Widow.*

33.40   *Outturn*
A single copy of the book, i.e. collated pages, sent to the Press by the printer when the whole book has been printed, and before the book is bound. Also called 'running sheets'.

33.41   *Page Extent*
The number of pages in a printed book, whether or not they are numbered. If there are blank pages at the end of a book, the page extent is larger than the number of pages quoted in bibliographic entries.

33.42   *Perfect Binding*
A binding in which all the pages of the book are glued to one another and to the cover; while commonly used for paperback novels, it is not favoured as a binding method for books that are intended to have a long life.

33.43   *PostScript*
A page-description language for the computer which records not only the characters on the page but also their position, as well as the appearance and position of graphics. If a publisher sends a book to the printer on disk, it is in the PostScript language.

33.44   *Point*

A unit of measurement for type, equal to 1/72 of an inch. Books are usually printed in type of about 10 points.

33.45 *Prelims*
See *Front Matter*.

33.46 *Printer*
A desk-top machine for printing out one copy of a page; it is usually an ink-jet printer or a laser printer. 2. The firm that manufactures books and journals from the camera-ready copy, or disks, sent to them by their typesetters or by the publisher.

33.47 *Print Run*
The number of copies printed. SPP does not usually print more than 1000 or 1500 copies at the first printing. Occasionally more copies are printed than are bound; the sheets of the unbound copies are in such cases stored until sales justify binding them.

33.48 *Proof*
A printout of the electronic (disk) form of the book. SPP produces at least three proofs of a book in the course of the book's production.

33.49 *Royalties*
Sums paid to authors as a share of income from sales.

33.50 *Running sheets*
See Outturns.

33.51 *Sans Serif*
Any typeface (font) without serifs, i.e. cross strokes at the top and base of characters. Geneva is the name of one such font. Sans serif is normally used for display lettering, not for the text of books.

33.52 *Serifs*
The cross-strokes, decorations and flourishes at the edges of characters. Typefaces with serifs are normally used for book work because of their readability.

33.53 *SGML*
Standardized General Markup Language is a set of notations for marking features of the contents and components of texts, e.g. different levels of headings. Embedded in the text of a document, SGML enables a single text to be output in a variety of formats.

33.54 *Sheets*
Sets of pages that have been printed but not bound. Sometimes only part of the print run of a book is bound at first, and sheets of the remainder are stored until they are needed.

33.55   *Signature*
Or, quire. A large sheet of paper containing many printed pages (usually 8, 16 or 32) of a book or journal. When a signature is folded and trimmed it forms a 'section' of the book.

33.56   *Smart Quotes*
Round quotation marks (' or "), in two forms, opening and closing. Distinct from 'straight quotes' (' or "), which do not look so well in printed text, and which do not indicate the opening and closing of the quoted matter.

33.57   *Spine*
The bound edge of a book, the part visible when books are shelved.

33.58   *Trim Size*
The size of the page, exclusive of the binding.

33.59   *Unjustified Text*
Or, ragged right. Text in which the right-hand margin is ragged.

33.60   *Widow*
A short line ending a paragraph at the foot of a page. See also *Orphan*.

23. CHECKLIST OF SPELLINGS, CAPITALIZATIONS, ABBREVIATIONS AND ITALICIZATIONS

34.1 Spellings peculiar to British style are flagged (UK); those peculiar to US style are flagged (US).

4 m thick wall
10 per cent increase
14-feet-thick wall
AAR (American
  Academy of
  Religion)
abridgment
accommodate
acknowledgment
ad loc. (in the
  appropriate place)
advertise
advise
aesthetic
aetiology
affect (cause,
  influence)
ageing (UK)
aging (US)
all right
allusion (reference)
am (before midday)
among (*not* amongst)
analyse (UK)
analyze (US)
ancient Near East
Arabic numerals
archaeology (UK, US)
BA (degree)
backlist
Bible
biblical
book of Psalms
bookshop
c. (*not* ca., ca.), *circa*
  (about)
cf.
christological(ly)
Christology
compromise
consensus
contra

cooperate
cooperative
copy-editor
cross-reference
cu. in.
data (is a plural
  noun)
dependant (noun)
dependent (adj.)
descendant
desk editor
disc (UK, but disk for
  computers)
discreet (having
  discretion)
discrete (separate)
disk (US)
Dr
dustjacket
e.g.
ecstasy
effect (execute)
embarrass
end matter
enfant terrible
enterprise
Epistles (a group of
  epistles, such as
  Paul's)
esp.
et al.
etc.
exercise
Fig.
focused
focuses
focusing
footnote
forbearance
forebear (ancestor)
foreword
forgo

freelance
front matter
frontlist
ft (foot, feet)
fulfillment (US)
fulfilment (UK)
full-fledged
fully fledged
Galilaean (UK)
Galilean (US)
Gentile
Gospel (one of the
   four Gospels)
gospel (the preached
   gospel)
Graeco-Roman (UK)
Greco-Roman (US)
handwritten
harass
Hasmonaean (UK)
Hasmonean (US)
Hellenistic
hereunder
high   confidence-
   levels
high-quality
   workmanship
higher-level synthesis
holistic
Holy Spirit
housestyle
idem
i.e.
ibid. [to be avoided]
illusion (appearance)
improvise
in-house
in., ins. (inch, inches)
indiscernible
indispensable
infrastructure
infringement
insistence
inter alia
inter-regional
interdependence
interpretative (UK)
interpretive (US)
italic (type)
Jewish
Jewish-Christian
   author (hyphen)
Jewish–Christian
   tension (en-dash)
Jr

Judaean (UK)
Judean (US)
judgment
kg (kilogram)
King David
king of Israel, the
king, David the
lit.
lower case
lower-case letters
Lukan
m (metre)
m. (mile)
m² (square metre)
MA
Maccabaean (UK)
Maccabean (US)
Markan
markup
Matthaean (UK)
Matthean (US)
mediaeval (UK)
medieval (US)
Messiah (as
   equivalent to a
   proper name)
messiah (as a
   common noun)
messianic
microenvironment
millenarian
millennium
MLA (Modern
   Languages
   Association)
Mr
Muslim
n.p. (no place name
   given)
near-death
   experience
NEH (National
   Endowment for
   the Humanities)
nineteenth century
nineteenth-century
   development
no one
non-biblical
non-food-producing
   adults
non-gender-inclusive
nonexisting
nontextual
NS (New Series)

NW (north-west)
NY (New York state)
occurrence
one-sided view
one-year-old child
op. cit. [to be avoided]
OS (Old Series)
over-interpretation
over-long
pace
Pentateuch(al)
per se
Pharaoh, the pharaoh
PhD
Pl. (Plate)
pm (after midday)
postexilic
postmodern
pre-empt
pre-exilic
pre-existing
precede
preindustrial
primaeval (UK)
primeval (US)
principal (adj.)
principle (noun)
prise (extract)
program (US)
programme (UK, but
    program for
    computer
    program)
proofreader
psalm(s) (this psalm,
    these psalms)
Psalms (in reference
    to the book of
    Psalms)
q.v. (which see)
rabbinic
re-emphasized
re-evaluation
re-excavated
redaktionsgeschichtlich
rereading
resistance
Revd
Roman numerals

roman (type)
s.v. (*sub verbo*)
SBL (Society of
    Biblical Literature)
scriptural
Scripture
SE
Second Temple
Semitic
Septuagint(al)
sheikh
site-size data
Sitz im Leben
SNTS (Societas Novi
    Testamenti
    Studiorum)
sociopolitical
SOTS (Society for Old
    Testament Study)
Spirit (in reference to
    the Holy Spirit)
sq. in.
St (Saint, street)
stationary (adj.)
stationery (noun)
supervise
threefold
today
Torah (the five books
    of Moses)
traveled (US)
travelled (UK)
twofold
UK
up   to   date
    (postpositive, e.g.
    the book is up to
    date)
up-to-date
    (prepositive,   e.g.
    an   up-to-date
    book)
US, USA
vis-à-vis
while (*not* whilst)
wordprocessor
worldwide
worshiper (US)
worshipper (UK)

24. PROOFREADING MARKS

Marginal Mark	Meaning	Mark in Text
	insert these words or letters into the text (note that the insert mark goes *after* the material to be inserted)	
	insert a letter space in the text	
	delete letter(s)	or through letters
	delete word(s)	through word(s)
	close up letters/words, do not leave a space	
	delete and close up	
caps	change to capitals	circle letters
lc	change to lower case	circle letters
sc	change to small capitals	circle letters
rom	change to roman	(wavy line under italic)
ital	change to italic	underline word(s)
	transpose letters or words	
or	separates two marginal marks on the same line	

r u n o n	do not start a new line or paragraph	
	leave a line space	
c l o s e u p	remove a line space	to left and right of the space
	insert apostrophe / opening quotation mark or closing quotation mark	
	replace character by a closing or opening quotation mark	strike through character

The character's personalities are revealed by their reactions to the judgements. Both Saul and David accept the condemnations made by Samuel and Nathan and confess their sins. Saul says, 'I have sinned; for I have transgressed the comandment of the Lord and your words' (1 Sam. 15. 24), and David says, 'I have sinned against the Lord.' This selfcondemnation reveals *both* the negative and the positive aspect of the character.

25. FOR FURTHER REFERENCE

Alexander, Patrick H. *et al., The SBL Handbook of Style for Ancient Near Eastern, Biblical, and Early Christian Studies* (Peabody, MA: Hendrickson, 1999).

Butcher, Judith, *Copy-Editing* (Cambridge: Cambridge University Press, 1972, 1981).

Fowler, H.W., *A Dictionary of Modern English Usage* (Oxford: Oxford University Press, 2nd edn, 1983).

Gibaldi, Joseph, *MLA Handbook for Writers of Research Papers* (New York: The Modern Language Association of America, 4th edn, 1985).

[Gilmer, Harry W.], *Handbook for Editors* (Scholars Press Handbook Series, 5; Atlanta: Scholars Press, 1992).

Hanks, Patrick (ed.), *Collins Dictionary of the English Language* (London: Collins, 1979).

Hewitt, R.A., *Style for Print and Proof-Correcting* (London: Blandford Press, 1957).

Judd, Karen, *Copyediting: A Practical Guide* (Menlo Park, CA: Crisp Publications, 2nd edn, 1990).

Macintosh, E. (reviser), *The Concise Oxford Dictionary of Current English* (Oxford: Clarendon Press, 1951).

The Chicago Manual of Style (Chicago: University of Chicago Press, 13th edn, 1982).

INDEX