



## NOTES FOR CONTRIBUTORS

*China Information* is a refereed journal devoted to research and fieldwork on all aspects of contemporary China. Papers and book reviews are only considered for publication on the condition that they have not already been published, and that they are not being considered for publication elsewhere. Submission is taken to imply the author's guarantee that the submitted work meets that condition. Articles should not normally exceed 10,000 words, including endnotes, references, and appendices, and they should be submitted through <https://mc.manuscriptcentral.com/cin>. Submitted papers are sent to external specialists for review, comments, and advice. Layout, punctuation, annotation, etc., should be in accordance with our house style. Further details are provided below.

1. When submitting an article, the author's name, professional title/position, and institutional affiliation should be provided in a **separate** file. The manuscript should be anonymized, and the author's name should not appear on any page of the manuscript. Since the journal's editorial policy is to have submitted papers read by independent referees on the basis of anonymity of both author and referee, all information which may reveal the author's identity should be removed from the main text, notes, and references. The title of the article should appear at the top of the first page.
2. Pages should be numbered consecutively. Avoid the following:
  - \* Hard page returns.
  - \* Different fonts, **except** for Times New Roman 11 pt for main text; Times New Roman 10 pt for endnotes, references, and block quotations.
  - \* Other formatting styles affecting letter size and appearance, including bold and underline.
  - \* Comment, highlighting, tracking features, and so on.
  - \* Headers and footers, especially those containing the author's name should be avoided (see point no. 1).
  - \* Line spacing and margin specifications should only occur **ONCE**, at the beginning of the document. The use of charts and tables should be kept to a minimum. Please submit all illustrations in a **separate** file.
3. Articles approved for publication should be accompanied by an abstract of not more than 200 words as well as five to six keywords or phrases, followed by the author's affiliation. List co-authors' full names (not initials) according to first author, second author, third author, etc., with affiliation directly following name. A postal and email address for the corresponding author should also be provided. Other personal notes and acknowledgements should be placed in the notes section as the first, unnumbered note. Avoid using more than three levels of headings: use capital letters for A-heads, headline-style capitalization for B-heads, and sentence-style capitalization for C-heads.
4. Use UK spelling and punctuation. Follow the Oxford English Dictionary and use -ize and -yse spellings. Use a comma to separate a series of three or more words, phrases, or clauses (like this), and before a conjunction separating the last two.
5. **Quotations** should be continuous within the text unless they exceed 40 words or if

there is a special reason for separating them from the text; any quotation of more than 40 words should be indented in its entirety, with no quotation marks at the beginning or end. The text following a block quotation should not, however, be indented. When quoting verbatim, use *single* quotation marks to enclose quoted matter. **Quotes within quotes** should be placed between *double* quotation marks. Question marks and exclamation marks should be placed outside quotation marks unless the question or exclamation occurs within the quotation itself. Omission within a fragment is noted by **three ellipsis points**. Omission following a complete sentence is indicated by **four dots**. The first, placed immediately after the last word, is the period.

6. **One space** only after full stops (periods). This paragraph is an illustration. Do not use a double space after a full stop. No space after decimal point.
7. **Parentheses** are used throughout; square brackets are used only to enclose parenthetical material already in parentheses and to enclose an author's comment within a quote, e.g. [*sic*], [*emphasis added*].
8. **Chinese characters**, not pinyin, are used in the main text of the article, usually after the English translation of a phrase or term. However if a term in pinyin is mentioned several times in the text, then the pinyin term is retained. It is italicized and accompanied by Chinese characters between brackets on first mention, e.g. This article supplements the body of research about the Chinese Communist Party discipline system through an examination of *shuanggui* (双规), a form of detention used on party members. For Chinese-language sources in the notes and references, use Chinese characters for all titles followed by the English translation within parentheses; use sentence-style capitalization for translations. **PMingLiu font** is used for Chinese characters. Use Times New Roman for any punctuation marks accompanying Chinese characters.

Notes:

Kang Xiaoguang 康晓光, 仁政: 中国政治发展的第三条道路 (A policy based on the sense of humanity: The third way of Chinese political development), Singapore: 八方文化创作室 (Global Publishing), 2005.

References:

Kang, Xiaoguang 康晓光 (2005) 仁政: 中国政治发展的第三条道路 (A policy based on the sense of humanity: The third way of Chinese political development). Singapore: 八方文化创作室 (Global Publishing).

9. **Place names:** Beijing Municipality, not Peking municipality. Anhui Province, not Anhui province. Note also Taipei (not Taibei or Taipeh). **Capital letters:** Communist(s) (as member of the Communist Party); otherwise communist (in reference to ideology).
10. **Numbers:** Spell out numbers one to nine; use figures for numerals 10 and above. Use the least number of numerals possible in pagination and dates, e.g. 42–5, 2003–4, 1989–92. But use 10–14, 10–11 as these represent single words.
11. For **currency**, use the common symbol or abbreviation – US\$, £, €, and so on. For Chinese currency, use RMB.
12. **Anglicized** words should be roman with no accents, e.g. ad hoc, vis-a-vis, naive.
13. Minimize use of **abbreviations**; retain only the most common ones e.g. CCP, WTO, UN, PLA, US, UK, and NGO. Use the full or shortened name rather than abbreviations for those that are less common or non-standard, e.g. the State-owned Assets Supervision

and Administration Commission can be referred to as State-owned Assets Commission, not SASAC. **Contractions** do not take full points, e.g. Dr, Mr, and St. However the following abbreviations take full points: no., Co., p., pp., vol., ch. (but use vols and chs), ed. (but use eds).

14. Use the standard abbreviated form for American states (and territories), e.g. AL (for Alabama), TX (for Texas), and MA (for Massachusetts).
15. Write dates as follows: 30 September 2009. Use figures for centuries, e.g. a 21st-century dilemma.
16. We use **endnotes**. Endnotes appear at the end of the document. Proper and full citations of works referred to in a particular place in the main text should be made in the endnotes. The name of the author and the title of the work ought to be included in the first note citation to it, even if one or both have been mentioned in the text. In order to reduce the bulk of documentation, subsequent citations to sources already given in full on first mention should be shortened wherever possible. Substantive, or discursive, notes consist of explanations or amplifications of the discussion in the text. These should be used sparingly and kept as short as possible.

Endnotes should be numbered consecutively. In the main text, the note callout number should be placed immediately **after** the punctuation.

A separate list of references is also required. Please ensure that **all** sources cited in the endnotes are included in the references. Note that the style of citation for endnotes and references differs. In the notes, present the names of authors as they appear in publications e.g. M. M. Bakhtin, Suisheng Zhao, and Li Yaqing. In the references, the entry begins with the family name, followed by a comma, then the given name and the year of publication between parentheses. Follow this order for all authors and editors. Specific page references may be mentioned in the notes. The following are examples of how sources are cited in endnotes and references (note: **no** quotation marks for titles of journal and newspaper articles, book chapters, dissertations, and conference papers):

#### 16.1 **One author/editor as ‘author’:**

Notes:

Minxin Pei, *China’s Trapped Transition: The Limits of Developmental Autocracy*, Cambridge, MA: Harvard University Press, 2006, 20.

Chen Xingliang 陈兴良 (ed.), 中国刑事司法解释检讨 (Examining Chinese judicial interpretation of criminal legislation), Beijing: 中国检察出版社 (China procuratorate press), 2003.

References:

Pei, Minxin (2006) *China’s Trapped Transition: The Limits of Developmental Autocracy*. Cambridge, MA: Harvard University Press.

Chen, Xingliang 陈兴良 (ed.) (2003) 中国刑事司法解释检讨 (Examining Chinese judicial interpretation of criminal legislation). Beijing: 中国检察出版社 (China procuratorate press).

#### 16.2 **Two authors/editors as ‘authors’ and so on:**

Notes:

Elizabeth Economy and Michel Oksenberg, *China Joins the World: Progress and Prospects*, New York: Council on Foreign Relations, 1999.

Kenneth Lieberthal and David M. Lampton (eds), *Bureaucracy, Politics and Decision-Making in Post-Mao China*, Berkeley: University of California Press, 1992.

He Xiaorong 贺小荣, Liu Shude 刘树德, and Yang Jianwen 杨建文, ‘关于人民法院在互联网公布裁判文书的规定’的理解与适用 (Understanding and applying ‘The publication of the People’s Courts’ judicial decisions on the Internet’), 人民司法 (People’s judiciary), no. 1, 2014: 26.

References:

Economy, Elizabeth and Oksenberg, Michel (1999) *China Joins the World: Progress and Prospects*. New York: Council on Foreign Relations.

Lieberthal, Kenneth and Lampton, David M. (eds) (1992) *Bureaucracy, Politics and Decision-Making in Post-Mao China*. Berkeley: University of California Press.

He, Xiaorong 贺小荣, Liu, Shude 刘树德, and Yang, Jianwen 杨建文 (2014) ‘关于人民法院在互联网公布裁判文书的规定’的理解与适用 (Understanding and applying ‘The publication of the People’s Courts’ judicial decisions on the Internet’). 人民司法 (People’s judiciary), no. 1: 23–31.

Use the ‘**Oxford comma**’ to separate authors’ names in a multi-author or multi-editor publication; use **et al.** in roman type when there are more than three authors/editors involved.

### 16.3 Chapter in book:

Specific page references may be provided in the note entries, while the full page range of the specific chapter should be given in the references.

Notes:

Dali L. Yang, Rationalizing the Chinese state: The political economy of government reform, in Bruce J. Dickson and Chien-Min Chao (eds) *Remaking the Chinese State*, London: Routledge, 2000, 22.

William F. Schroeder, Beyond resistance: *Gay and lala* recreation in Beijing, in Peter Aggleton et al. (eds) *Understanding Global Sexualities: New Frontiers*, London and New York: Routledge, 2012, 108–23.

References:

Yang, Dali L. (2000) Rationalizing the Chinese state: The political economy of government reform. In: Dickson, Bruce J. and Chao, Chien-Min (eds) *Remaking the Chinese State*. London: Routledge, 19–45.

Schroeder, William F. (2012) Beyond resistance: *Gay and lala* recreation in Beijing. In: Aggleton, Peter, et al. (eds) *Understanding Global Sexualities: New Frontiers*. London and New York: Routledge, 108–23.

#### 16.4 **Article in journal:**

Use sentence-style capitalization for the title of article. The name of the journal is italicized. Quotes within article titles should be between *single* quotation marks. Chinese article titles are **not** italicized. Translations of journals and article titles are given within parentheses; use sentence-style capitalization in the translation. Specific page reference may be provided in the notes, but a full page range is required in the references:

Notes:

Kang Xiaoguang 康晓光 and Han Heng 韩恒, 分类控制: 当前中国大陆国家与社会关系研究 (Graduated controls: Research on state–society relations in contemporary mainland China), 开放时代 (Open times), no. 2, 2008: 30–41.

Scott Kennedy, China's porous protectionism: The changing political economy of trade policy, *Political Science Quarterly* 120(3), 2005: 407–32.

References:

Kang, Xiaoguang 康晓光 and Han, Heng 韩恒 (2008) 分类控制: 当前中国大陆国家与社会关系研究 (Graduated controls: Research on state–society relations in contemporary mainland China). 开放时代 (Open times), no. 2: 30–41.

Kennedy, Scott (2005) China's porous protectionism: The changing political economy of trade policy. *Political Science Quarterly* 120(3): 407–32.

#### 16.5 **Author's work translated or edited by another:**

Notes:

Su Xiaokang and Wang Luxiang, *Deathsong of the River: A Reader's Guide to the Chinese TV Series Heshang*, trans. Richard W. Bodman and Pin P. Wan, Ithaca, NY: Cornell University Press, 1991.

References:

Su, Xiaokang and Wang, Luxiang (1991) *Deathsong of the River: A Reader's Guide to the Chinese TV Series Heshang*. Trans. Bodman, Richard W. and Wan, Pin P. Ithaca, NY: Cornell University Press.

#### 16.6 **PhD dissertation**

Notes:

Alessandra Aresu, Healthy in body and mind: Sex education in contemporary urban China (PhD diss., University of Westminster, 2006).

References:

Aresu, Alessandra (2006) Healthy in body and mind: Sex education in contemporary urban China. PhD diss., University of Westminster.

#### 16.7 **Paper presented at conference:**

Notes:

Edward Friedman, The peasantry, village elections, and stable modernization (paper

presented at International Symposium on Villager Self-government, Beijing, 2–5 September 2001).

#### References

Friedman, Edward (2001) The peasantry, village elections, and stable modernization. Paper presented at International Symposium on Villager Self-government, Beijing, 2–5 September.

### 16.8 Article in newspapers:

#### Notes:

Keith B. Richburg, Foreign models flock to China, which embraces a Western vision of beauty, *Washington Post*, 26 December 2009, C01.

Liu Shifa 柳士发, 实施创意世纪计划, 开展创意中国行动 (Implement the creative century programme: Develop a creative China), *中国文化报* (China culture daily), 17 February 2004.

#### References:

Richburg, Keith B. (2009) Foreign models flock to China, which embraces a Western vision of beauty. *Washington Post*, 26 December, C01.

Liu, Shifa 柳士发 (2004) 实施创意世纪计划, 开展创意中国行动 (Implement the creative century programme: Develop a creative China). *中国文化报* (China culture daily), 17 February.

### 16.9 Website

#### Notes:

Keith Bradsher, China's incinerators loom as a global hazard, *New York Times*, 11 August 2009, <https://www.nytimes.com/2009/08/12/business/energy-environment/12incinerate.html>, accessed 16 February 2013.

中共中央关于全面深化改革若干重大问题的决定 (Decisions of the Central Committee of the Chinese Communist Party on several important questions concerning the comprehensive deepening of reforms), § 48, 15 November 2013, <http://cpc.people.com.cn/n/2013/1115/c64094-23559163-13.html>, accessed 12 September 2014.

Gan Chunsong 干春松, 回到康有为: 问题意识与现实策略 (Returning to Kang Youwei: Problematique and realistic strategy), *新京报* (Beijing news), 16 May 2015, [http://epaper.bjnews.com.cn/html/2015-05/16/content\\_576965.htm?div=-1](http://epaper.bjnews.com.cn/html/2015-05/16/content_576965.htm?div=-1), accessed 9 July 2017.

#### References:

Bradsher, Keith (2009) China's incinerators loom as a global hazard. *New York Times*, 11 August. <https://www.nytimes.com/2009/08/12/business/energy-environment/12incinerate.html>, accessed 16 February 2013.

中共中央关于全面深化改革若干重大问题的决定 (Decisions of the Central Committee of the Chinese Communist Party on several important questions concerning

the comprehensive deepening of reforms) (2013) § 48, 15 November. <http://cpc.people.com.cn/n/2013/1115/c64094-23559163-13.html>, accessed 12 September 2014.

Gan, Chunsong 干春松 (2015) 回到康有为: 问题意识与现实策略 (Returning to Kang Youwei: Problematique and realistic strategy). 新京报 (Beijing news), 16 May. [http://epaper.bjnews.com.cn/html/2015-05/16/content\\_576965.htm?div=-1](http://epaper.bjnews.com.cn/html/2015-05/16/content_576965.htm?div=-1), accessed 9 July 2017.

#### 16.10 References to previously cited work in notes section:

Family name, shortened title, (page number) (note: book title is italicized).

Book:

Minxin Pei, *China's Trapped Transition: The Limits of Developmental Autocracy*, Cambridge, MA: Harvard University Press, 2006, 20.

Chen Xingliang 陈兴良 (ed.), 中国刑事司法解释检讨 (Examining Chinese judicial interpretation of criminal legislation), Beijing: 中国检察出版社 (China procuratorate press), 2003.

Examples on subsequent mention:

<sup>21</sup> Pei, *China's Trapped Transition*, 51.

<sup>22</sup> Chen (ed.), 中国刑事司法解释检讨.

Article:

Kang Xiaoguang 康晓光 and Han Heng 韩恒, 分类控制: 当前中国大陆国家与社会关系研究 (Graduated controls: Research on state–society relations in contemporary mainland China), 开放时代 (Open times), no. 2, 2008: 30–41.

Marielle Stigum Gleiss, Elin Sæther, and Kathinka Fürst, Re-theorizing civil society in China: Agency and the discursive politics of civil society engagement, *China Information* 33(1), 2019: 3–22.

Examples on subsequent mention:

<sup>16</sup> Kang and Han, 分类控制, 30–41.

<sup>17</sup> Gleiss, Sæther, and Fürst, Re-theorizing civil society in China, 15.

<sup>18</sup> *Ibid.*, 9.

*Ibid.* in roman type: ‘in the same work’

This refers to a single work by the same author cited in the note immediately preceding. *Ibid.* should not be used if more than one work is cited in the preceding note. When moving sentences or sections from one place in the text to another, check whether or not the use of *Ibid.* in the accompanying notes is still appropriate.

The use of abbreviations *op. cit.* and *loc. cit.* should be avoided.