

Synergeia Style Manual

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Synergeia Style Manual

Introduction

This manual is to assist you with formatting and style for publishing in *Synergeia, The Journal of the Orthodox Christian Association of Medicine, Psychology & Religion*. The manual is a hybrid of the Chicago Manual of Style, 17th edition, and St Vladimir's Seminary Press (SVSP) House Style. We are grateful to SVSP for making their style manual available and much of the technical content below has been borrowed directly from the SVSP House Style manual.

Our journal has two sections that incorporate both academically oriented papers and also highly valued presentations from our conferences, which are important but stylistically different from more academic papers. We realize that there is an overlap between these categories because academic papers may have also been presented at the conference. We strongly urge submissions from the plenaries, workshops, and paper presentations to the *Synergeia* journal. We valued your contribution to the conference and would now value it in the publication.

Submitting to *Synergeia* allows you to publish your work and share your insights with professionals well beyond conference participants. All submissions will undergo a review. The review process *does not* guarantee publication; however, the editorial board works to support authors through the publishing process. The board and reviewers will provide authors with feedback on improvements. Editing and form requirements will be the responsibility of the author. All articles with grammatical errors, incorrect form (i.e., not following the *Synergeia* Style Manual), and other missing parts will be returned to the author for the suggested improvements. In cases where more substantial revision is required, authors may be referred to a copy editor to help bring their work into alignment with the requirements. This does not mean rejection but is part of the editorial process that many writers everywhere undergo. Your review may be either named or blind (each side unknown to the other).

The general requirements are a suggested word limit of no more than 7,500-10,000 words (in some cases, this can be reconsidered upon approval). In most cases, a minimum of 2,500 words shall be produced in Times New Roman font. The document should be in Microsoft Word and edit mode for reviewer comments.

Categories of Papers

Below are the section requirements. Decisions about which section an article will be published in will be made by the editors in consultation with the author(s):

Academic Papers	Conference Proceedings
<ul style="list-style-type: none"> ● <i>Synergeia</i> Style Manual. ● Correct grammar, punctuation ● Includes an Abstract ● Theoretical, psychological, religious, medical, or theological topic has some kind of referenced literature review of the topic. Thus, numerous references support the work. ● Contains an original idea or dialogue/integration of ideas. This can include clinical topics, case studies, clinical reports, or models for approach to ministry. ● The position should be well-argued. ● Where appropriate, discuss the counterarguments to your argument. ● Comments on next steps and future research. ● Unlike with Chicago Style, only bibliographic footnotes are required, and no bibliography is necessary as this is redundant. 	<ul style="list-style-type: none"> ● <i>Synergeia</i> Style Manual . ● Correct grammar, punctuation ● Although the formality is less than the academic papers, the key points, scripture, quotations, etc., should be referenced. ● Key points should be adequately illustrated/discussed. ● Unlike with Chicago Style, only references within the footnotes are required, and no bibliography is necessary.

General Expectations and Requirements

Following the guidance of SVSP and most publishers, the following are expected:

The following lapses are grounds for our immediate rejection of a submission, without regard to any merit the contents of the submission may otherwise happen to have:

- Plagiarism
- Links to copyrighted works illegally uploaded to the internet
- Citations to wikipedia.org or any of the other “wiki” websites

As a general principle, *Synergeia* uses standard United States English conventions for its publications.

For most matters, *Synergeia*, as with SVSP, follows the latest edition of *The Chicago Manual of Style*, and authors are urged to use its editorial guidelines, as well as those included in this document, for footnotes and bibliographical references. Where *The Chicago Manual of Style* does not cover a question in biblical studies, patristics, philosophy, theology, or another specialized field, *The Society of Biblical Literature Style Manual*, or a guide appropriate to the specialized field, should be followed. In this case, the author should note which specialized guide he/she uses.

References: The Basics

Synergeia follows the ***The Chicago Manual of Style***, 17th ed., and where necessary, such as how to reference scripture, religious texts, titles, etc., relies on SVSP style. In contrast to other publication styles, such as APA, all references should be made in the footnotes section. Therefore, footnotes must be comprehensive since articles will not be published with a bibliography at the end. It is imperative that footnotes are thorough and credit is given to sources for articles. Thus, footnotes are used for both expanded material and the bibliographic/reference material within the text. A list of basic types of footnotes is provided below. When possible, pages or the page range must be included. A more comprehensive list of ways to cite references is listed in the Appendix at the end of this style manual. *Synergeia* will also provide a sample paper that illustrates the style requirements, including footnoting. The following are samples of the most commonly used footnote references by category:

1. *Book (citing page or page range):*

¹ Stephen E. Gersh. *A Study of Spiritual Motion in the Philosophy of Proclus*. (Leiden, Netherlands: E. J. Brill, 1973), 15.

2. *Book (author cited in an edited volume):*

² Makarios of Corinth. "On the Character of Men and on the Virtuous Life: One Hundred and Seventy Texts." In G. E. H. Palmer, Philip Sherrard, and Kallistos Ware (transl. and eds.) *The Philokalia: The Complete Text, Vol. I*. (London: Faber & Faber, 1979), 338.

3. *Repeated work (previously "Ibid" which is no longer used)*

³ Makarios of Corinth, *On the Character of Men and on the Virtuous Life: One Hundred Seventy Texts*, 340.

4. *Journal Article*

⁴ W. W. Meissner. "The Van Gogh Family: A Study in Alienation." *Psychoanalytic Review* 85(2) (1998): 296-297.

5. *Website (please note that < > are no longer used to bracket the website)*

⁵ <https://afsp.org/forging-connection-against-loneliness/> (List last date website visited)

For the books of the Bible, *Synergeia* has adopted SVSP formats (See page 12).

Appendix Technical Details¹ (from SVS Press)

REFERENCES:

NOTE: St Vladimir’s Seminary Press prefers footnotes to endnotes. All references to St Vladimir’s Seminary Press should be spelled out as such in the footnotes and bibliography; do not use SVS Press as an abbreviation.

1. References serve two functions: acknowledgment of sources and supplementary comments or explanations.
2. In the body of the text, the reference number to the note should appear at the end of the quotation or example being acknowledged. References should be listed at the bottom of the page. They should be numbered consecutively beginning at “1” with each new chapter.
3. The first reference to a book or article must be complete. Give the following information in this sequence for a monograph:
 - The author’s (or authors’) name(s) in normal order in the fullest (or most usual) form known to you. Observe standard transliteration unless an established form exists in English (e.g., Tolstoy, Dostoevsky). A comma follows the name.
 - The title of the work, *italicized*. Include subtitles, if any, separated from the main title by a colon. Take this information from the title page, not from a cover title or running title.
 - Capitalize the title and subtitle according to headline style: the first and last words of the title and subtitle, and all other major words are capitalized.
 - If present, the editor’s or translator’s name, followed by “ed.” or “trans.”
 - The edition used (e.g., “3rd ed.”), unless it was the first and it is not your intention to compare several editions; note any revisions, etc. (“3rd ed., rev., and enl.”).
 - Note that there is no comma between the series title and the volume number.
 - In parentheses: the place of publication, publisher, and date of publication—in this order: place of publication and publisher separated by a colon, publisher and date separated by a comma. Note that SVS Press prefers that the publisher be included, even if the book is out of print or old.
 - Note that the two-letter, no-period abbreviation preferred by the U.S. Postal Service is used for identification of states.
 - Specific pages cited. Extreme care should be taken in providing this information. References to footnotes in the original work take the form “n.” or “nn.” (e.g., 345, n. 3).

¹ SVSP Style Sheet guide: https://svspress.com/content/files/SVS-Press_House-Style.pdf

¹Alexander Schmemmann, *Of Water and the Spirit: A Liturgical Study of Baptism* (Crestwood, NY: St Vladimir's Seminary Press, 1974), 65.

² John Meyendorff, *Introduction à l'étude de Grégoire Palamas*, *Patristica Sorbonensia* 3 (Paris: Éditions du Seuil, 1959), 358–78.

³ Alexander Schmemmann, *Maaailman Elaman Edesta: Sakramentit ja Ortodoksisuus*, Sirkka Maria Markkanen and Matti Sidoroff, trans. (Kuopio: Ortodoksinen Veljestö, 1974), 165.

4. Any information provided in the text should still be repeated in the reference. Thus, if the text says—"As Fr. John Meyendorff writes concerning Palamas..."—the reference would read:

⁴ John Meyendorff, *Introduction à l'étude de Grégoire Palamas*, *Patristica Sorbonensia* 3 (Paris: Éditions du Seuil, 1959), 358–78.

Second references should be as concise as possible, consistent with clarity.

5. The first reference to an article in a periodical should contain the following information, in the sequence given:

- The author's (or authors') name(s).
- The title of the article enclosed in quotation marks, with a comma *inside* the final quote.
- The title of the periodical, *italicized*.
- The volume number in Arabic numerals (without "vol."). If the fascicle number must be cited—e.g., when each of them is individually numbered—this information should be given in the form "12.1." Note that when this is the case, the issue number of name (e.g., "Autumn") will have to be cited as well, in conjunction with the year. This information (the year, preceded by the month, if needed) is enclosed in parentheses.
- Note that there is no comma between the title of the periodical and the volume number of the periodical.
- The full pagination of the article (preceded by a colon), a comma, and the specific pages cited.

⁶ Constantine Cavarnos, "St Macarios of Corinth," *St Vladimir's Theological Quarterly* 12 (1968): 25–45, at 30.

⁷ John A. Douglas, "The Ecumenical Patriarch," *The Christian East* 6.1 (March 1925): 1–15, at 4–5.

6. Subsequent references to a work can be as short as the author's last name and a shortened title followed by the page reference. A first initial, edition note, translator, etc., may have to be added

to distinguish between various works cited. For example: John P. Roche, *The Quest for the Dream: The Development of Civil Rights and Human Relations in Modern America* (New York: Macmillan, 1963), 204–6 and Roche, *Quest for the Dream*, 175. The Latin abbreviation *op. cit.* (short for *opere citato*, “in the work cited”) should not be used. The Latin abbreviation *ibid.* (short for *ibidem*, “in the same place”), on the other hand, may be used. *Ibid.* is set in roman and followed by a period.

7. Standard works frequently used throughout should be cited in as brief a form as possible. Thus, J. P. Migne’s *Patrologia Cursus Completus, seu Bibliotheca Universalis ... Series Graeca ...* (Paris, Migne, 1857–66), would be cited as PG 44:943C–949A. *St Vladimir’s Theological Quarterly* could be abbreviated to *SVTQ*. If a considerable number of abbreviations are adopted, these should be included in an alphabetized list placed at the beginning of the text itself. If only one or two abbreviations are to be used, this information can be included in the first reference to that work (e.g., J. D. Mansi, *Sacrorum Conciliorum Nova et Amplissima Collectio* [Florence, 1795 ff.]; henceforth cited as Mansi, *Sacrorum Conciliorum*).
- Note that series titles are not set in italics, but titles of periodicals are italicized.
 - Note that abbreviations of periodicals and series titles are set in either italics or roman, in accordance with the font of the full title.

Thus, subsequent references to the works given as examples above would read:

⁹ Meyendorff, *Grégoire Palamas*, 85.

¹⁰ Schmemmann, *Of Water*, 16.

¹¹ Schmemmann, *Maailman*, 18.

¹² Cavarnos, “St Macarios,” 39.

Greek and Roman Classical References, Patristic References

8. The format for classical references is described in full in *The SBL Handbook of Style*, chapter 7, and in *The Chicago Manual of Style* (sixteenth edition), 14.256 and following, or seventeenth edition, 14.242 and following. In a change in the sixteenth edition, in references to individual works, there is a comma between the author’s name and the title of the work, but none between the title and numerical references to divisions of the work. Different levels of division of the work (book, section, line, and so on) are separated by a period; commas are used between references to the same level; the en-dash is used between continuing numbers. SVS Press prefers arabic numerals to roman. For example:

Augustine, *On Christian Doctrine* 4.4.6 (NPNF¹ 2:576).

Eusebius, *Life of Constantine* 4.29, 32 (NPNF² 1:547–48). Cicero, *De oratore* 3.24.93; 3.30.118.

Note: The names of ancient, classical, patristic, and medieval authors that already exist in a standard English form as a result of previous reception into the language, are to retain the standard form, whether in the text, the notes, or the bibliography:

Maximus, not Maximos
Alexius, not Alexios
Irenaeus, not Eirenaios
Peter, not Petrus or Petros
Augustine, not Augustinus

So also place names should appear in the standard English form:

Thessalonica, not Thessaloniki or Thessalonike
Munich, not München
Rome, not Roma
Belgrade, not Beograd
Moscow, not Moskva

Names of contemporary or recently deceased authors may appear as transcriptions from the original language.

Note that the Press prefers that classical and patristic works be cited in footnotes and bibliography by their standard Latin titles or abbreviations. In some of our series, this should be the standard way of citing such works, perhaps alongside a translated title at the first instance. In other series, we would expect the standard citation to be to whatever English translation the author uses, though the formal Latin title should appear at the first citation and in the Bibliography. If the work is already well known in English by a standard English title (e.g., Augustine's *Confessions*, Plato's *Republic*), such titles may be used in the text. Please consult our Editors for specific guidance.

References to subdivisions of the work should be in Arabic numerals.

Electronic Media

9. The proliferation of the Internet, and the availability of a variety of easily accessible resources, entails both opportunities and pitfalls. There are many excellent, reliable sources on the Internet; there is much material that would otherwise be hard to find. However, given that virtually anyone can post material on the Internet, not all sources are to be trusted. Clear references for the citation or use of electronic sources are therefore as important as they are for print sources, and should be as meticulous. The function of references, in each case, is the same: to enable the reader to locate the source.

The information required for electronic texts is in many cases the same as that for print sources. References will need to account for author/editor (where known), title, date, and location (in the case of Internet texts, this will be the URL, or network address). Furthermore, since on-line texts are liable to change and evolve, the date of posting (if indicated) and the date of access need also to be provided. For materials that are available on both print and electronic media, the print source ought always to be cited first. If you consulted the materials electronically, please provide that information as well.

At present, three main types of relevant electronic resources exist. Below are examples for how they ought to be cited. Note especially the references where both print and electronic versions of the same materials exist—Neuhaus and Aristotle.

Web Sites

10. *The Chicago Manual* has been updated to reflect current style, technology, and professional practices: there is advice on how to prepare and edit manuscripts online, handle copyright and permissions issues, and cite electronic and online sources.

¹⁴ John Chapman, "Didymus the Blind," *The Catholic Encyclopedia* (1913 ed.).
<http://newadvent.org/cathen/04784a.htm>, April 25, 2001.

¹⁵ Richard John Neuhaus, "Alexander Schmemmann: A Man in Full," *First Things* 109 (January 2001): 57-76. <http://www.firstthings.com/ftissues/ft0101/public.html>, March 19, 2001.

¹⁶ Bishop Kallistos (Ware), "The Passions: Enemy or Friend?," *In Communion* 17 (Fall 1999). <http://www.incommunion.org/k2.htm>, March 19, 2001.

¹⁷ Albert S. Rossi, "Saying the Jesus Prayer,"
<http://www.svots.edu/Faculty/Albert-Rossi/Articles/Saying-theJesus-Prayer.html>, May 20, 2002.

¹⁸ Patrick Barnes, *Ecumenism Awareness Page*.
<http://orthodoxinfo.com/ecumenism/index.html>, March 19, 2001.

On-line Books

11.

¹⁹ Robert F. Barsky, *Noam Chomsky: A Life of Dissent* (Cambridge: MIT, 1997). <http://mitpress.mit.edu/e-books/chomsky/>, March 19, 2001.

CD-ROM

12.

²⁰ Frank Marangos, ed., *Put On Christ*, CD-ROM (New York: Greek Orthodox Archdiocese of America, Department of Religious Education, May 2001).

²¹ Aristotle, *The Complete Works of Aristotle: The Revised Oxford Translation*, ed. Jonathan Barnes, 2 vols. (Princeton: Princeton UP, 1984). CD-ROM (Clayton: InteLex, 1994).

Works in Languages Other Than English

13. If the work exists in an English translation, and that is the version you are using, it is not strictly necessary to give a reference to the original-language publication. What follows assumes that you are citing from the publication in the original language.

Apart from classical, patristic, and medieval works, which have already been addressed, the following conventions are followed in footnotes and bibliography:

- The title of the non-English work should be given in full in the original language. Titles of works in languages that use alphabets other than the Roman should be given in transliteration. If you are using works of this type, please consult our Production Manager or Editor for our preferred transcription tables.
- A translation of the title into English should follow. We foresee two possibilities:

The work has not been translated into English. In this case, the translated title should appear in square brackets immediately after the title in the original language (no punctuation intervenes), then the other publication data in standard order.

In a footnote:

⁴⁵ Nikolai Berdyaev, *Tsarstvo Dukha i tsarstvo Kesaria* [The kingdom of the Spirit and the kingdom of Caesar] (Paris: YMCA Press, 1951), 250–75.

The work has been published in an English translation. In this case, our authors will normally quote from the translation and cite it, but if for some reason an author uses the original-language publication, then full information is given for the original language publication, and that is followed by full information for the English-language publication.

In a footnote:

⁵¹ Gabriel Bunge, *Drachenwein und Engelsbrot: Die Lehre des Evagrius Pontikos von Zorn und Sanftmut* (Wurzburg: Der Christliche Osten, 1999), 98. *Dragon's Wine and Angel's Bread: The Teaching of Evagrius Pontus on Anger and Meekness*, trans. Anthony P. Gythiel (Crestwood, NY: St Vladimir's Seminary Press, 2009), 95.

Scripture

14. There are many English versions of the Scriptures; the most recent are protected by copyright; in most of these, the Old Testament books are not translated from the Septuagint, the standard scriptural text used by Orthodox authors through the ages, with the result that the versions do not necessarily say what the authors had in mind; and some of these modern versions also take notable liberties with the translation. If an author or translator has a compelling reason to use a version of the Scriptures that is still under copyright, it is imperative that he or she consult with our Rights Manager and Editor ahead of time to avoid legal and financial issues, as well as extensive reworking of the manuscript.

SVS PRESS STYLE SHEET

Abbreviations for the Books of the Bible

In addition to the abbreviations listed in the following table, it is the SVS house style to demarcate chapter and verse of a biblical quotation with a period, not a comma or colon, and to indicate a range of verse numbers by an en dash: 1 Cor 7.25–26.

Old Testament (Canon of the Septuagint) New Testament

Gen	Genesis	Dan	Daniel	Mt	Matthew
Ex	Exodus	Hos	Hosea	Mk	Mark
Lev	Leviticus	Joel	Joel	Lk	Luke
Num	Numbers	Am	Amos	Jn	John
Deut	Deuteronomy	Ob	Obediah	Acts	Acts
Josh	Joshua	Jon	Jonah	Rom	Romans
Judg	Judges	Mic	Micah	1 Cor	1 Corinthians
Ruth	Ruth	Nah	Nahum	2 Cor	2 Corinthians
1 Sam	1 Samuel	Hab	Habakkuk	Gal	Galatians
1 Sam	2 Samuel	Zeph	Zephaniah	Eph	Ephesians
1 Kg	1 Kings	Hag	Haggai	Phil	Philippians
2Kg	2 Kings	Zech	Zechariah	Col	Colossians
1 Chr	1 Chronicles	Mal	Malachi	1 Thess	1Thessalonians
1 Chr	2 Chronicles	Tob	Tobit	2 Thess	2Thessalonians
Ezra	Ezra	Jdt	Judith	1 Tim	1 Timothy
Neh	Nehemiah	Wis	Wisdom	2 Tim	2 Timothy
Esth	Esther	Sir	Sirach (i.e., Ecclesiasticus)	Titus	Titus
Job	Job			Philem	Philemon
Ps	Psalms	Bar	Baruch	Heb	Hebrews
Prov	Proverbs	1 Esd	1 Esdras	Jas	James
Eccl	Ecclesiastes	2 Esd	2 Esdras	1 Pet	1 Peter
Song	Song of Solomon	1 Macc	1 Maccabees	2 Pet	2 Peter
Is	Isaiah	2 Macc	2 Maccabees	1 Jn	1 John
Jer	Jeremiah	3 Macc	3 Maccabees	2 Jn	2 John
Lam	Lamentations	4 Macc	4 Maccabees	3 Jn	3 John
Ezek	Ezekiel			Jude	Jude
				Rev	Revelation