Methodist Review

A Journal of Wesleyan and Methodist Studies

Author Guidelines and Submission Instructions

General Information

Methodist Review, a peer-reviewed scholarly electronic journal, is sponsored by Candler School of Theology, Emory University; Perkins School of Theology, Southern Methodist University; Duke Divinity School, Duke University; Brite Divinity School, Texas Christian University; the Association of United Methodist Theological Schools; and the General Board of Higher Education and Ministry of The United Methodist Church. Intended specifically for and primarily focused on an academic audience that is global in scope, *Methodist Review* is open to scholarly works of article length (6,000–8,000 words) in all areas and all eras of Wesleyan and Methodist studies broadly construed, including biblical, theological, ethical, philosophical, practical, historical, biographical, and social-scientific topics and methodologies.

Methodist Review has an open submission policy and uses a double-blind review process. Using the Methodist Review website (https://methodistreview.org), authors are invited to submit the full text of articles on any appropriate subject to be considered for publication. Please follow the instructions for manuscript preparation and submission given below. The guidelines regarding matters of style and usage represent the preferences of the journal editors. While not absolute requirements, authors are strongly encouraged to follow these recommendations unless there is a compelling reason to do otherwise.

Please note that the following instructions are meant to be helpful and detailed. If you have any questions or find the instructions burdensome or confusing, please contact the managing editor, Kathy Armistead, kathy_armistead@yahoo.com.

General Submission Instructions

(1) All articles submitted to *Methodist Review* (*MR*) are expected to conform to the following instructions. If a submission departs from these instructions in major ways, it will be returned to the author for correction before it is considered for publication.

(2) Authors may submit only one article at a time for consideration by *MR*. An article being submitted to *MR* must not be submitted simultaneously to another journal. Articles that have been published or are to be published elsewhere in their entirety, whether in English or in another language, should not be submitted to *MR*. If any portion of an article has been previously published elsewhere, the author must specify the full extent and details of that previous publication and provide copyright clearance for its publication in *MR* (for these matters, see the *MR Copyright, "Fair Use," and Permissions Guidelines*.

(3) The manuscript of each article must be submitted electronically in what the author intends as its final form.

(4) Each article should be accompanied by an abstract, which is not to exceed 150 words.

(5) Authors are requested to provide the following information with their submissions:
- Author contact information—name, title/rank, institutional affiliation, preferred postal address, email address, and phone number.
- The title (and subtitle, if any) of the article being submitted.
- An abstract of the article which is not to exceed 150 words.
- The actual text file(s) of the article, along with any related supplementary files.
- If the article contains non-textual illustrations (photographs, charts, diagrams, etc.), consult with the *MR* Managing Editor about the appropriate forms of submission in advance.

(6) Because all submissions to *MR* will be subject to blind peer review, neither the abstract nor the article (including the footnotes) should contain any information that would enable a reviewer to discern the identity of the author.
- Authors should delete their names from the main text and all notes, with "Author" and year used in the references and footnotes, instead of the authors' name, article title, etc.
- Authors should take the following steps to remove personal information from the submission file properties metadata:
  - *Microsoft Word (MacOS)*
    Go to Tools
    Click Protect Document
    Select Remove personal information for this file on save
    Click OK and save the file
  - *Microsoft Word (Windows)*
    Go to File
    Select Info
    Click on Check for Issues
    Click on Inspect Document
    In the Document Inspector dialog box, select the check boxes to choose the type of hidden content that you want inspected.
    Click Remove All
    Click Close and save the file

Submission Process

Methodist Review uses an electronic submission process, which is outlined below. User registration on the *MR* website http://methodistreview.org is required in order to make a submission to the journal. If you have not previously done so, you must register and create a user profile, including your preferred username, password, and other required information. Under **More User Details** you are encouraged to provide a brief biographical statement about yourself.

After completing the registration process, you will be given the option to make a new submission to the journal, to edit your profile, or to continue browsing the journal website. If you anticipate making a submission to the journal, please click on **Roles** and ensure that the box beside **Author** is checked. When you have finished editing your profile, be sure to click the **Save** box. Note that your personal data is stored in accordance with our privacy policy.

To make a submission to the journal, clock on the **New Submission** link in the sidebar or at a later time scroll to the bottom of the journal's home page and click on the **Make a Submission** link in the page footer. Doing either will let you begin the five-stage submission process. Simply follow the on-screen directions to complete the submission process.

Please contact the *MR* editorial office directly if you have questions or encounter a problem with any part of the electronic submission process. Contact information is found at the end of this document and on the *MR* website.

Word Count: Approximately 6,000–8,000 words

Preparation of the Manuscript

(1) The manuscript should be designed to print on standard US letter size (8.5" x 11.0") or European A4 size (8.3" x 11.7") paper using a standard 12-point serif font. There should be no use of unusual spacing.

(2) Do not use numerous font changes or other elaborate formatting techniques, as these introduce codes into your text files that will only complicate the editing and production process on our end. Your goal should be to produce a manuscript that is as simple and clean as possible.

(3) The manuscript should be consecutively paged.

(4) Keep all body text flush left. Do not justify body text so that the right margin is even (as in this document); allow the text to break naturally, even if this results in very ragged right margins in the manuscript. The use of manual or "hard" hyphens should be avoided, unless the hyphen is part of the spelling of compound nouns (e.g., scholar-poet), compound adjectives (e.g., up-to-date study), or compound expressions (e.g., Luke-Acts).

(5) All subheads should be clearly marked.

(6) Words to appear in the final published article in italics (e.g., titles of books and periodicals, foreign words, etc.) or in small caps (e.g., BCE, CE, MS, MSS) should appear in that fashion in the manuscript.

(7) Special material (e.g., photographs, lists, tables, charts, diagrams) must be submitted as high-resolution JPGs; however, the location of such material should be indicated clearly in the main text (e.g., "insert chart 1 here"). Photographs should be submitted in the form of uncompressed JPG files. It is best to communicate with the Managing Editor if you are submitting these kinds of materials.

(8) Quotations of five or more lines in any language should be reproduced in a separate indented paragraph (or paragraphs), without opening and closing quotation marks.

(9) Respect for accuracy in verbatim quotations demands that the spelling, capitalization, punctuation, etc., of the original be reproduced exactly, even if they differ from the style otherwise preferred by *MR*. Should a quotation contain a factual or grammatical error, this may be indicated by [*sic*] or [?], at the author's discretion.

(10) No bibliography is needed as all reference information is already in the footnotes.

Footnotes

(1) Footnotes rather than endnotes should be used in all articles submitted to *MR*. The footnotes should be numbered sequentially throughout the manuscript. **Do not** use complicated formatting, such as font changes, in the footnotes; use the same font for both the body text and the footnotes. The footnotes should be numbered consecutively throughout an article.

(2) Insofar as possible, footnote numbers should occur at the end of sentences of the body text. Multiple footnotes within one sentence should be avoided. For example, when several names occur in one sentence and a bibliographical reference is to be given for each, only one footnote should be used (not a separate footnote for each name). This footnote should be placed at the end of the sentence and should include the pertinent reference for each name.

(3) A raised Arabic numeral (without punctuation or parentheses) should follow the appropriate word in the text (and its punctuation, if any) to call attention to the footnote.

(4) When a footnote comments on an issue and includes a bibliographical reference within a sentence, the bibliographic reference should be set entirely within parentheses, not commas, and, if possible, placed at the end of the sentence in the footnote. Example:

> [23]On the other hand, Charles C. Torrey thinks that the name "Cyrus" has been interpolated in Isa 45:1 ("The Messiah Son of Ephraim," *JBL* 66 [1947]: 253).

General Styling and Usage

(1) Save for the specific instructions given below, use the styling directives of the current edition of *The Chicago Manual of Style*, (hereinafter referred to as *CMS*).

(2) *MR* uses the American style of spelling rather than the British style; e.g., "color" rather than "colour." The preferred authorities on spelling are latest editions of *Merriam-Webster's New Collegiate Dictionary,* and *Webster's Third New International Dictionary of the English Language, Unabridged.* When there is more than one common way of spelling a word, the first one listed in these authorities should be used.

(3) Apart from direct quotations from other sources, *MR* uses inclusive terms, (e.g., "human being," "human," "humankind," "humanity," "people," etc.) to designate individuals and groups. Moreover translations of texts (whether ancient or modern) should not be more gender-specific than the original texts, and the use of inclusive language for God is strongly encouraged.

(4) *MR* follows the recommendations of *CMS* for all general abbreviations. For abbreviations of the books of the Bible, *MR* will accept either the *CMS* style or the style of the latest edition of *The SBL Handbook of Style for Biblical Studies and Related Disciplines*, which is preferred by most biblical scholars, so long as one style is used consistently throughout the manuscript.

(5) *MR* recommends use of the abbreviations BCE ("before the common era") and CE ("in the common era"), rather than BC "before Christ" and AD (*anno Domini*, "in the year of the Lord"), to designate historical eras, but will follow an author's preferences in this regard. In either case, the abbreviations should be in small caps with no periods.

(6) In general, *MR* follows *CMS* for capitalization of names, titles, and positions. However, contrary to *CMS*, *MR* prefers to capitalize all academic titles directly following a person's name, rather than only those titles that themselves contain a proper name (e.g., named chairs). Examples:

David Green, Franklin N. Parker Professor of Old Testament
Sally Smith, Associate Professor of Systematic Theology
[but: She serves as associate professor of systematic theology]
Dr. Ellen Jones, Dean of the Candler School of Theology; Dean Jones
Dr. James Johnson, President of the Emory University; President Johnson
[but: the president of the university, James Johnson]

(7) *MR* follows *CMS* in the capitalization of the names of ethnic and national groups and terms that relate to sexual orientation and gender identity. Examples:

African Americans [NB: without a hyphen]
American Indian tribes
Asians
the British; a British woman
Chicanos; a Chicano; a Chicana
Europeans
Hispanics; a Hispanic
Italian Americans
Jews; a Jew; Jewish ethnicity
Native Americans
lesbians; lesbian history
gay men; gays
transgender men; transgender women

(8) *MR* follows *CMS* in recommending that designations of groups of people based loosely on human skin color should generally be lower-cased unless they are part of a group's formal name or self-identification, or an author has an otherwise compelling reason to capitalize them. Examples:

black people; blacks; a black separatist movement [but: Negro, Negroes]
the Black Power movement; the Black College Fund
brown-skinned people [but: the Washington Redskins]
white people; whites; white supremacist group [but: Caucasian, Caucasians]
the White Panther Party; the White Citizens' Council

(9) *MR* prefers to follow the usage of *The SBL Handbook of Style* in the capitalization of biblical and related terms. Note the following recommendations for capitalization of words referring or relating to God or Jesus:

Adonai
Allah
the Almighty
the Babe
Christ
the Christ Child
the Creator
El
Father
God Almighty
Godhead
heavenly Father
Holy Ghost
Holy Spirit
Jehovah
Jesus and his disciples*
King
kingdom of God
Lamb of God
Logos
Lord
the Messiah
Savior
the Son of God
the Spirit [the Holy Spirit]
the spirit [the human spirit]
Trinity
trinitarian
Yahweh

(10) Note the following recommendations for capitalization for derivatives of Christ, God, and related terms:

Christendom
the Christ-event
Christian
Christianity
Christ-like
christological
Christology
the fatherhood of God
godlike
godliness
godly
God's omnipotence
Jesus' lordship
Messiah
messianic hope
non-Christian
the Trinity; trinitarian
unchristian

(11) *MR* recommends always capping the following or similar expressions when used as a title or as a euphemism for God or Jesus:

the Eternal
the First Cause
the Good Shepherd
the Most High
the Omnipotent
the Holy One
the King of Kings
the Lord of Lords
the Prince of Peace
the Supreme Being

(12) *MR* recommends the following style of capitalization for names of the Bible, synonyms for the Bible, or versions of the Bible:

the Bible [but: biblical]
the Christian scriptures
Codex Siniaticus
God's Word
the Hebrew scriptures
the Holy Bible
Holy Scripture [as title]
Holy Writ [sometimes satirical]
the King James Version
the New Revised Standard Version
Peshitta
the scriptures; scriptural [general reference]
the Septuagint
the Torah
the Vulgate
the Word of God

(13) *MR* recommends the following style of capitalization for parts of the Bible:

Apocrypha
the Bible [but: biblical]
book of Genesis, etc.
the Decalogue
the Epistles
the Epistle to the Hebrews
Fourth Gospel
Golden Rule
the good news
the gospel [of Christ]
the Gospels [in the NT]
the Gospel of John
Johannine [writings]
the Last Supper
the Letter to the Galatians
the Lord's Prayer
the Lord's Supper
Lukan [writings]
Matthean [writings]
the miracle of the loaves and fishes
the Old Testament
the parable of the good Samaritan
the parable of the prodigal son
the Pastoral Epistles
Paul's Letters
the Prophets [part of the OT]
the prophet Isaiah
the Psalms [but: a psalm; the psalmist]
the Psalter
the Pseudepigrapha
the Second Gospel
the Sermon on the Mount
the Shema
the Ten Commandments
the Wisdom literature
the Writings

(14) *MR* recommends the following style of capitalization for biblical doctrines or historical events:

the Ascension
the Atonement
the Creation
the Crucifixion
the Diaspora
the Exile
the exiled Israelites
the Exodus
the Fall [of humanity]
the Flood
the Incarnation
the Inquisition
the Protestant Reformation
the resurrected Christ
the Resurrection
the resurrection of Christ
the risen Christ
the Second Coming

(15) *MR* recommends the following style of capitalization for proper names and titles in the Bible:

the Apostle of Love [John]
the apostle Paul
the Baptist
the Beloved Apostle
the Evangelist
Gentiles
the good Samaritan
Hebrews
Israelites
John the Baptist
the king
King Herod
the Pharisees; Pharisaic
Pharaoh [as title: Pharaoh Rameses II]
the pharaoh
the Sadducees
scribes
the Twelve

(16) *MR* recommends the following style of capitalization for other Jewish and Christian terms (note that the word *church* is capitalized only when it is used in the proper name of a denomination or of a specific church building):

the apostles; apostolic church
baptism [general]
the Kingdom
the kingdom of God

the bishop [but: Bishop Sheen]
the Blessed Virgin
Body of Christ
charismatic [general]
Charismatic [movement]
Christian church [universal]
Christian Church [denom. name]
Christian education
the church universal
Communion; Holy Communion
the congregation
the early church
evangelical [general]
Evangelical [movement]
Fundamentalism [movement]
the Golden Rule
the Great Commandment
Pentecost [event]; pentecostal [general];
Pentecostal [movement]
the pope; papal [general]; Pope John Paul II
postexilic
the primitive church
Primitive Baptist Church [denom. name]
Protestant Reformation
a sacrament; the sacraments
the Sacrament of Baptism
the Sanhedrin
seminary [but: Wesley Theological Seminary
the sister [but: Sister Mary Margaret]
the Social Gospel
Sunday school
synagogue
the Temple [in Jerusalem]
the Virgin Mary

United Methodist Terminology and Usage

(1) Do not use *The Book of Discipline of The United Methodist Church* as an authority on capitalization—it should never be treated as a style sheet or usage guide!

(2) Always capitalize the definite article *The* in The United Methodist Church when referring to the proper name of the denomination. Capitalize the names of predecessor bodies (The Methodist Episcopal Church, The Evangelical United Brethren) according to the same style. Abbreviations such as UMC do not take a capitalized *the*. Examples:

The United Methodist Church [name of the denomination]
[but: the United Methodist tradition; the United Methodist position on . . .]
the United Methodist church on Oak Street [general reference]
Epworth United Methodist Church [particular church or congregation]
Glenn Memorial UMC; the UMC

(3) Capitalize the names of general boards and agencies of The United Methodist Church and their departments, divisions, and sections; general councils; general commissions; and committees created by the General Conference and serving The United Methodist Church as a whole. Lowercase the names of local church, district, annual conference, and jurisdictional units unless they are used as part of a proper name. When boards, commissions, or councils serving The United Methodist Church as a whole have the word *General* as a part of their official title, it should be capitalized. Examples:

annual conference [but: the Rocky Mountain Annual Conference]
area [but: the Baltimore Area]
bishop [but: Bishop Ken Carter]
central conference [but: the West Africa Central Conference]
charge conference [but: the Greenwood Charge Conference]
church council [but: the Druid Hills UMC Church Council]
College of Bishops [jurisdictional]
conference board of evangelism
[but: the Texas Conference Board of Evangelism]

the Connectional Table; the Table [in subsequent references]
the Council of Bishops [churchwide]
Curriculum Resources Committee
district [but: the Knoxville District]
general secretary [but: Steve Smith, General Secretary of . . .]
General Conference
General Board of Global Ministries General
Commission on Religion and Race
General Council on Finance and Administration
Judicial Council [but: the council decided . . .]
jurisdiction; jurisdictional [but: the Southeastern Jurisdiction]
the United Methodist Committee on Relief
the Women's Division
the World Methodist Council; the World Methodist Conference

(4) Capitalize the titles of official documents or publications of The United Methodist Church in either full or shortened forms. Examples:

The Book of Discipline of The United Methodist Church; the *Book of Discipline;* the 1996 *Discipline;* the *Discipline* [but: "the Methodist discipline" if not referring to the volume]
The United Methodist Hymnal; the *Hymnal*
The Book of Resolutions of The United Methodist Church; the *Book of Resolutions*
The Book of Worship of The United Methodist Church; the *Book of Worship*
the Constitution of The United Methodist Church; the General Rules; the Articles of Religion; Article II
The Social Creed; "Our Social Creed" [with quotation marks when referring to the section of the *Discipline* in which the Creed appears]; our Social Principles; the Social Principles statement
the *Supplement to the Book of Hymns*

(5) Capitalize names of official funds and organizations authorized by General Conference. Examples:

Advance Specials
Africa University Fund
Black College Fund
the Episcopal Fund
Interdenominational Cooperation Fund
Ministerial Education Fund
Ministers Reserve Pension Fund [NB: no apostrophe]
missional priority [NB: lowercase]
Missions Initiatives Fund, Youth Service Fund
United Methodist Children's Fund for Christian Mission
United Methodist Women
United Methodist Youth Organization
University Senate
Wesley Foundation
World Service Fund; World Service [general benevolences]; World Service Special; World Service agencies

(6) Capitalize only proper names relating to the program of Christian education. Lowercase classes, departments, divisions, and councils of the church school unless a proper name is given. Examples:

the adult class [but: the Good Will Bible Class]
Christian Educators Fellowship (CEF)
church school [but: the Peachtree Road UMC Church School program]
coordinator of children's ministries; children's coordinator; children's council
school of mission [but: the West Ohio Conference School of Mission]
Sunday school; Sunday school class
vacation Bible school (but: VBS as initials, capped)

(7) Capitalize the names of special days and weeks authorized by the General Conference as in the examples below; see the *Discipline* for others:

Christian Education Sunday
Disability Awareness Sunday
Golden Cross Sunday
Heritage Sunday
Human Relations Day
Native American Awareness Sunday
One Great Hour of Sharing
Rural Life Sunday
United Methodist Student Day
World Communion Sunday

(8) Lowercase the titles of all positions related to the church when they are used alone or separately, whether or not in conjunction with a personal name, but capitalize them when they directly precede a personal name or are part of a compound title directly following a personal name. Examples:

bishop; Sally White, our bishop [but: Bishop Sally White; Sally White, Bishop of the Atlanta Area]
chaplain [but: Chaplain Peterson]
conference coordinator of youth ministry
deacon; deaconess
director of Christian education
the district superintendent; James Jones, our district superintendent [but: James Jones, Superintendent of the Knoxville District]
district coordinator of children's ministries
elder
lay leader
local pastor, pastor [but: Pastor Brown]

The Writings of John and Charles Wesley

Wherever possible, reference to the writings of John Wesley should be made to *The Bicentennial Edition of the Works of John Wesley* (Nashville: Abingdon Press, 1984—), begun as *The Oxford Edition of the Works of John Wesley* (Oxford: Clarendon Press, 1975–1983). In particular all references to Wesley's *Journal* or *Sermons* should now be made to the Bicentennial Edition. If a particular Wesley text is not yet available in a volume of the Bicentennial Edition, other older editions or his writings may be used.

No single system of references or abbreviations will be equally suitable to all situations. Authors are therefore invited to adapt the system of abbreviations suggested below to the requirements of their particular projects, adding other abbreviations as needed and altering the details of publication to reflect the editions of particular works which they are using (e.g., the Hendrickson or Zondervan reprints of *Works* (Jackson) rather than the Baker Book House reprint), so long as consistency is maintained throughout a MS. When such adaptation is necessary, however, authors should observe the following general principles.

Sermons — References should include the sermon number according to the system used in vols. 1–4 of *Works*, the full sermon title (the short title in subsequent references), the internal section number(s), the edition used, and the volume/page number(s). In *Works*, the titles of sermons that first appeared as separate publications are given in italics to distinguish them from sermons that were first published in other works (e.g., in the *Arminian Magazine*). For the purposes of *MR,* however, this distinction should be ignored and the titles of all sermons given in quotation marks. It is helpful though not absolutely necessary to provide the dates of sermons unless the dates are relevant to a particular point or issue under discussion.

Journal and Diary Entries — References should include the date of a journal or diary entry, the internal section number(s) (if applicable) of the entry being cited, the edition used [now normally vols. 18–24 of *Works*, rather than the older Curnock edition], and the volume/page number(s).

Letters — References should include an indication of the direction of the letters with the names of the correspondents (e.g., "Letter from John Wesley to Alexander Knox" or "Letter from Charles Wesley to John Wesley"), the date of the letter, the internal section number(s) (if applicable) of the letter being cited, the edition used, and the volume/page number(s).

Other Prose Works — References should include the full title of the work being cited (use the short title in subsequent references), the internal section number(s) (if applicable), the edition used, and the volume/page number(s). Titles of shorter works (e.g., "The Principles of a Methodist") should normally be given in quotation marks; titles of longer works (e.g., *A Plain Account of Christian Perfection*) should be given in italics. Dates are usually unnecessary. Citations of the *Explanatory Notes Upon the Old Testament* and the *Explanatory Notes Upon the New Testament* should be made by biblical book, chapter, and verse, since most editions of these works are not paginated.

Hymns and Other Verse — References should include the title or first line of the hymn or poem if its identity is not made clear in the main text, the hymn or poem number (if applicable), the line or verse numbers of the section cited, the title of the work and/or the edition used, and the volume/page number(s). Hymns included in the 1780 *Collection of Hymns for the Use of the People Called Methodists* should be cited from the edition in *Works*, Vol. 7.

Other hymns should be cited by reference to *The Poetical Works of John and Charles Wesley*, ed. George Osborn, 13 vols. (London: Wesleyan-Methodist Conference, 1868–72), or to *The Unpublished Poetry of Charles Wesley*, ed. S T Kimbrough Jr. and Oliver A. Beckerlegge, 3 vols. (Nashville: Kingswood Books, 1988–92), or (preferably) to the original printed versions.

Dates — *MR* prefers to use the day-month-year form of dates (e.g., 24 May 1738) for scholarly references but the older form of month-day-year, with the year set off by commas (e.g., May 24, 1738), is acceptable. In either case the name of the month should be given in full, rather than abbreviated, and the usage must be consistent throughout the MS. Indicate "old style" dates, where relevant, with the slash (e.g., 1711/12).

Recommended Abbreviations — Since each article in *MR* constitutes a separate, complete publication, full and complete bibliographic information should be given at the first citation of any work used, with short titles or abbreviations used in subsequent references. The following is a list of abbreviations that *MR* recommends for subsequent references to the indicated standard works.

AM [*MM*, *WMW*]	*The Arminian Magazine* (1778–97), continued as *The Methodist Magazine* (1798–1821) and subsequently as *The Wesleyan Methodist Magazine* (1822–1913).
Appeals	John Wesley, *The Appeals to Men of Reason and Religion, and Certain Related Open Letters*, ed. Gerald R. Cragg, Vol. 7 in *The Works of John Wesley* (Nashville: Abingdon Press, 1989).
Chr. Library	John Wesley, *A Christian Library: Consisting of Extracts from, and Abridgements of, the Choicest Pieces of Practical Divinity which have been Published in the English Tongue*, 50 vols. (Bristol: F. Farley, 1749–55); reprinted in 30 vols. (London: T. Cordeux, 1819–27).
Hymns	John and Charles Wesley, *A Collection of Hymns for the Use of the People Called Methodists*, ed. Franz Hildebrandt and Oliver A. Beckerlegge, Vol. 7 in *The Works of John Wesley* (Nashville: Abingdon Press, 1989).
Journal CW	Charles Wesley, *The Journal of the Rev. Charles Wesley, M.A.*, ed. Thomas Jackson, 2 vols. (London: Wesleyan-Methodist Book Room, 1849; reprinted Grand Rapids: Baker Book House, 1980).
Journal & Diaries	John Wesley, *Journal and Diaries*, ed. W.Reginald Ward and Richard P.Heitzenrater, 7 vols., Vols. 18–24 in *The Works of John Wesley* (Nashville: Abingdon Press, 1988–2006).
Journal (Curnock)	*The Journal of the Rev. John Wesley, A.M.*, ed. Nehemiah Curnock, 8 vols. (London: Epworth Press, 1909–16). [NB: Should now generally be used only for specific references to Curnock's editorial notes.]
Letters	John Wesley, *Letters*, ed. Frank Baker and Ted A. Campbell, 7 vols., Vols. 25–31 in *The Works of John Wesley* (Oxford: Clarendon Press, 1980–82; and Nashville: Abingdon Press, 2015—).
Letters (Telford)	John Wesley, *The Letters of the Rev. John Wesley, A.M.*, ed. John Telford, 8 vols. (London: Epworth Press, 1931). [NB: Should now generally be used only for letters dated after 1765 that are not yet available in *Letters*.]
Letters CW	*Charles Wesley as Revealed by His Letters*, ed. Frank Baker (London: Epworth Press, 1948).

Medical & Health	John Wesley, *Medical and Health Writings*, ed. James G. Donat and Randy L. Maddox, Vol. 32 in in *The Works of John Wesley* (Nashville: Abingdon Press, 2018).
Minutes	John Wesley, *The Methodist Societies: The Minutes of Conference,* ed. Henry D. Rack, Vol. 10 in *The Works of John Wesley* (Nashville: Abingdon Press, 2011).
MS Journal CW	Charles Wesley, *The Manuscript Journal of the Rev. Charles Wesley, M.A.*, ed. S T Kimbrough, Jr. and Kenneth G. C. Newport, 2 vols. (Nashville: Kingswood Books, 2007).
NT Notes	John Wesley, *Explanatory Notes Upon the New Testament*, 3rd corrected edition (Bristol: Graham and Pine, 1760–62; many later reprints).
OT Notes	John Wesley, *Explanatory Notes Upon the Old Testament*, 3 vols. (Bristol: W.Pine, 1765; reprinted Salem, OH: Schmul, 1975).
Poet. Works	*The Poetical Works of John and Charles Wesley*, ed. George Osborn, 13 vols. (London: Wesleyan-Methodist Conference, 1868–72).
Unpub. Poetry	*The Unpublished Poetry of Charles Wesley*, ed. S T Kimbrough Jr. and Oliver A. Beckerlegge, 3 vols. (Nashville: Kingswood Books, 1988–92).
Rep. Verse	*Representative Verse of Charles Wesley*, ed. Frank Baker (Nashville: Abingdon Press, 1962).
Sermons	John Wesley, *Sermons*, ed. Albert C. Outler, 4 vols.; Vols. 1–4 in *The Works of John Wesley* (Nashville: Abingdon Press, 1984–87).
Sermons CW	*Charles Wesley's Earliest Evangelical Sermons: Six Short-hand Manuscript Sermons now for the first time Transcribed from the Original*, ed. Thomas R. Albin and Oliver A. Beckerlegge (occasional publication of the Wesley Historical Society, 1987).
Societies	John Wesley, *The Methodist Societies: History, Nature, and Design*, ed. Rupert E. Davies; Vol. 9 in *The Works of John Wesley* (Nashville: Abingdon Press, 1989).
Survey	John Wesley, *A Survey of the Wisdom of God in the Creation: Or, A Compendium of Natural Philosophy*, 4th rev. ed., 5 vols. (London: J. Paramore, 1784).
Treatises I	John Wesley, *Doctrinal and Controversial Treatises I*, ed. Randy L. Maddox, Vol. 12 in *The Works of John Wesley* (Nashville: Abingdon Press, 2012).
Treatises II	John Wesley, *Doctrinal and Controversial Treatises II*, ed. Paul Wesley Chilcote and Kenneth J. Collins, Vol. 13 in *The Works of John Wesley* (Nashville: Abingdon Press, 2013).
Works	John Wesley, *The Works of John Wesley* (begun as "The Oxford Edition of the Works of John Wesley" [Oxford: Clarendon Press, 1975–1983]; continued as "The Bicentennial Edition of the Works of John Wesley" [Nashville: Abingdon Press, 1984—]; 21 of 35 vols. published to date).
Works (Jackson)	John Wesley, *The Works of the Rev. John Wesley, M.A.*, ed. Thomas Jackson, 3rd ed., 14 vols. (London: Wesleyan Meth-

	odist Book Room, 1872; reprinted Grand Rapids: Baker Book House, 1979).
Works (Pine)	John Wesley, *The Works of the Rev. John Wesley, M.A.*, 32 vols. (Bristol: W. Pine, 1771–74).

Abbreviations for Other Key Methodist-Related Publications

ACJ/church/name/year	Annual Conference Journal/Minutes/Proceedings/Register for Conference named; e.g., *ACJ*/UMC/Dakotas/1998.
Asbury/Coke *Discipline*	*The Doctrines and Discipline of the Methodist Episcopal Church in America, with Explanatory Notes by Thomas Coke and Francis Asbury* (Philadelphia: Henry Tuckniss, 1798; reprint: Rutland, VT: Academy Books, 1979).
Bangs, *History*	Nathan Bangs, *A History of the Methodist Episcopal Church*, 12th ed., 4 vols. (New York: Carlton & Porter, 1860).
Baker, *Discipline*	Osmon C. Baker, *A Guide-Book in the Administration of the Discipline of The Methodist Episcopal Church* (New York: Carlton & Porter, 1855)
Behney/Eller, *History*	J. Bruce Behney & Paul H. Eller, *The History of the Evangelical United Brethren Church*, ed. Kenneth W. Krueger (Nashville: Abingdon, 1979).
Bradley, *AMEZ History*	David H. Bradley, *A History of the A.M.E. Zion Church*, 2 vols. (Nashville: A.M.E. Zion Publishing House, 1956–60).
Bucke, *HAM*	Emory S. Bucke, ed., *The History of American Methodism*, 3 vols. (New York & Nashville: Abingdon, 1964).
Buckley, *History*	James M. Buckley, *Constitutional and Parliamentary History of the Methodist Episcopal Church* (New York: The Methodist Book Concern, 1912).
Catechism/church	Official catechisms for denomination named, with their year of first publication; e.g. *Catechism*/WMC (Gbr) 1817.
Curts, *General Conferences*	*The General Conferences of the Methodist Episcopal Church From 1792–1896*, edited by Lewis Curts (Cincinnati: Curts & Jennings, 1900).
Davies/Rupp, *History*	Rupert Davies & Gordon Rupp, eds. *A History of the Methodist Church in Great Britain*, 4 vols. (London: Epworth Press, 1975–87).
DCA/church	*Daily Christian Advocate* for denomination named (publishes daily proceedings for General Conferences).
Dickerson, *AME History*	Dickerson, Dennis C. *The African Methodist Episcopal Church: A History* (Cambridge: Cambridge University Press, 2020).
Discipline/church	The book of discipline (slightly varying names) for denomination named, with year specified; e.g., *Discipline*/UMC 1996
Emory, *Discipline*	Robert Emory, *History of the Discipline of the Methodist Episcopal Church*, rev. W.P. Strickland (New York: Carlton & Porter [1857]).
Gregg, *AME History*	Howard D. Gregg, *History of the African Methodist Episcopal Church: The Black Church in Action* (Nashville: A.M.E. Church Sunday School Union, 1980).

Harmon, *EWM*	Nolan B. Harmon, ed., *The Encyclopedia of World Methodism*; sponsored by the World Methodist Council and the Commission on Archives and History, UMC; 2 vols. (Nashville: The United Methodist Publishing House, 1974).
Harmon, *Ritual*	Nolan B. Harmon, *The Rites and Ritual of Episcopal Methodism* (Nashville: Publishing House of the M. E. Church, South, 1926)
Heitzenrater, *W&PCM*	Richard P. Heitzenrater, *Wesley and the People Called Methodists,* 2nd ed. (Nashville: Abingdon Press, 2013).
Hymnal/church	Official hymnals for denomination named, with their year of first publication; e.g., *Hymnal*/AME 1984.
JLFA	*The Journal and Letters of Francis Asbury*, ed. Elmer T. Clark, 3 vols. (London: Epworth, and Nashville: Abingdon, 1958).
JGC/MEC	Refers to the *Journal of the General Conference of the Methodist Episcopal Church* for the year indicated. Includes citations from *Journals of the General Conference of the Methodist Episcopal Church, 1796–1856*, 3 vols. (New York: Carlton & Phillips, 1856). Vol. 1, 1796-1836; Vol. 2, 1840-1844; Vol. 3, 1848-1856.
JGC/MECS	Refers to the *Journal of the General Conference of the Methodist Episcopal Church, South* for the year indicated. Includes citations from *Journals of the General Conference of the Methodist Episcopal Church, South, held 1846 and 1850* (Richmond: Published by John Early for the Methodist Episcopal Church, South).
*JGC/MP*C	Refers to the *Journal of the ... General Conference of the Methodist Protestant Church* for the year indicated.
Lakey, *CME History*	Othal L. Lakey, *The History of the C.M.E. Church*, revised ed. (Memphis, TN: The C.M.E. Publishing House, 1996).
Lee, *Short History*	Jesse Lee, *A Short History of the Methodists* (Baltimore, 1810; Rutland, VT: Academy Books, 1974).
McTyeire, *History*	Holland N. McTyeire, *A History of Methodism* (Nashville: Pub lishing House of the Methodist Episcopal Church, South, 1904)
Mathews, *Slavery*	Donald G. Mathews, *Slavery and Methodism* (Princeton: Prince-ton University Press, 1965).
Matthews, *Timetables*	Rex D. Matthews, *Timetables of History for Students of American Methodism* (Nashville: Abingdon Press, 2007).
McTyeire, *Discipline*	Holland N. McTyeire, *A Manual of the Discipline of The Method ist Episcopal Church, South* (Nashville: Publishing House of The Methodist Episcopal Church, South, 1871)
Merrill, *Discipline*	S. M. Merrill, *A Digest of Methodist Law; Or, Helps in the Administration of the Discipline of The Methodist Episcopal Church*, ed. R. J. Cooke (Cincinnati: Jennings & Graham, and New York: Eaton & Mains, 1908)
Minutes (British)	*Minutes of the Methodist Conferences, from the First, held in London, by the Late Rev. John Wesley, A.M., in the Year 1744* (London: Thomas Cordeaux, Agent, 1791–1836; London: John Mason, 1862).

Minutes/church/year	Annual or General Minutes however titled and aggregated. Reference for the early years of the MEC is to *Minutes of the Annual Conferences of the Methodist Episcopal Church for the Years 1773–1828* (New York: T. Mason and G. Lane, 1840) unless alternative edition indicated. E.g. reference for 1784 in *Minutes of the Methodist Conferences, Annually Held in America; From 1773 to 1813, Inclusive* (New York: Published by Daniel Hitt & Thomas Ware for the Methodist Connexion in The United States, 1813) as *Minutes*/MEC/1784 (1813), p.
Minutes MEC (1784)	*Minutes of Several Conversations between the Rev. Thomas Coke, LL.D., The Rev. Francis Asbury and others, At a Conference, Begun in Baltimore, in the State of Maryland, on Monday, the 27th of December, in the Year 1784. Composing a Form of Discipline for the Ministers, Preachers and Other Members of the Methodist Episcopal Church in America* (Philadelphia: Charles Cist, 1785)
Minutes MEC (1813)	*Minutes of the Methodist Conferences, Annually Held in America; From 1773 to 1813, Inclusive* (New York: Published by Daniel Hitt & Thomas Ware for the Methodist Connexion in The United States, 1813).
Minutes MEC (1840)	*Minutes of the Annual Conferences of the Methodist Episcopal Church for the Years 1773-1828* (New York: T. Mason and G. Lane, 1840).
Neely, *Bishops*	Thomas B. Neely, *The Bishops and the Supervisional System of the Methodist Episcopal Church* (New York: Eaton & Mains, 1912).
Neely, *Conference*	Thomas B. Neely, *A History of the Origin and Development of the Governing Conference in Methodism, and Especially of the General Conference of the Methodist Episcopal Church* (Cincinnati: Curts & Jennings, 1892).
Neely, *Missions*	Thomas B. Neely, *The Methodist Episcopal Church and Its Foreign Missions* (New York: The Methodist Book Concern, 1923).
Organization MECS	*History of the Organization of the Methodist Episcopal Church, South, with the Journal of its First General Conference* (Nashville: Publishing House of the Methodist Episcopal Church, South, 1925).
Outler, *John Wesley*	Albert C. Outler, ed., *John Wesley* (New York: Oxford University Press, 1964).
Peterson, *Revisions*	P.A. Peterson, *History of the Revisions of the Discipline of the Methodist Episcopal Church, South* (Nashville: Publishing House of the M. E. Church, South, 1889).
Porter, *Compendium*	James Porter, *A Compendium of Methodism: Embracing the History and Present Condition of its Various Branches in All Countries; with a Defence of its Doctrinal, Governmental, and Prudential Peculiarities* (New York: Nelson & Phillips, 1851)

Redford, *History MECS* — A. H. Redford, *History of the Organization of the Methodist Episcopal Church, South* (Nashville: A. H. Redford, for the M.E. Church, South, 1871).

Richey, *Conference* — Russell E. Richey, *The Methodist Conference in America* (Nashville: Kingswood Books, 1996).

Richey, *MEA 1* — Russell E. Richey, Kenneth E. Rowe, and Jean Miller Schmidt, (*The Methodist Experience in America,* Volume 1: *A History* (Nashville: Abingdon Press, 2010)

Richey, *MEA 2* — Russell E. Richey, Kenneth E. Rowe, and Jean Miller Schmidt, eds., *The Methodist Experience in America,* Volume 2: *A Source-book* (Nashville: Abingdon Press, 1996)

Richey, *Perspectives* — Russell E. Richey, Kenneth E. Rowe, and Jean Miller Schmidt, eds., *Perspectives on American Methodism* (Nashville: Kingswood Books, 1993).

Sanford, *Judiciary* — *Reports of the Committee on the Judiciary of the General Conference of the Methodist Episcopal Church, with Rulings by the Board of Bishops*, compiled under the authority of the General Conference by Arthur Benton Sanford (New York & Cincinnati: The Methodist Book Concern, 1924).

Semple, *Dominion* — Neil Semple, *The Lord's Dominion: The History of Canadian Methodism* (Montreal: McGill-Queen's University Press, 1996).

Schmidt, *Women* — Jean Miller Schmidt, *Grace Sufficient: A History of Women in American Methodism, 1760–1939* (Nashville: Abingdon Press, 1999).

Sherman, *Revisions* — David Sherman, *History of the Revisions of the Discipline of the Methodist Episcopal Church* (New York: Nelson & Phillips, 1874)

Simpson, *Cyclopaedia* — Matthew Simpson, *Cyclopaedia of Methodism. Embracing Sketches of its Rise, Progress, and Present Condition with Biographical Notices and Numerous Illustrations*, 4th rev. ed. (Philadelphia: Louis H. Everts, 1881).

Sweet, *Methodists* — William Warren Sweet, ed., *Religion on the American Frontier, 1783-1840: The Methodists, A Collection of Source Materials* (New York: Cooper Square [1964]; reprint of 1946 edition).

Tigert, *History* — Jno. J. Tigert, *A Constitutional History of American Episcopal Methodism*, 3rd ed., revised and enlarged (Nashville: Publishing House of the Methodist Episcopal Church, South, 1908).

Tigert, *Methodism* — Jno. J. Tigert, *The Making of Methodism: Studies in the Genesis of Institutions* (Nashville: Publishing House of the Methodist Episcopal Church, South, 1898).

Unification — *Joint Commission on Unification of The Methodist Episcopal Church, South and The Methodist Episcopal Church*, 3 vols. (Nashville: Publishing House Methodist Episcopal Church, South; and New York: The Methodist Book Concern, 1918–20).

Walls, *AMEZ* — William J. Walls, *The African Methodist Episcopal Zion Church* (Charlotte, NC: A.M.E. Zion Publishing House, 1974).

Yearbook/church	Yearbook for denomination named, with year specified; e.g., *Yearbook*/ AMEZC 1996.
Wallace, *Writings SW*	Charles Wallace Jr., ed., *Susanna Wesley: The Complete Writings* (New York: Oxford University Press, 1997).

Abbreviations for Denominations

AMEC	The African Methodist Episcopal Church (1816—)
AMEZC	The African Methodist Episcopal Church Zion (1821—)
CMEC	The Christian Methodist Episcopal Church (after 1954; originally the Colored Methodist Episcopal Church, 1870–1954)
CN	The Church of the Nazarene (1907—)
EA	The Evangelical Association/Church (1807/1816–1922)
EC	The Evangelical Church (1922–1946)
EUBC	The Evangelical United Brethren Church (1946–1968)
FMC	The Free Methodist Church (1860—)
MC	The Methodist Church (in the US, 1939–1968)
MC [UK]	The Methodist Church (in the UK, 1932–)
MCA	Methodist Church in Australasia (1902–1977)
MCC	The Methodist Church, Canada (1874–1925)
MCCA	Methodist Church of the Caribbean and the Americas (1967—)
MCI	Methodist Church in Ireland (1878–)
MCNZ	The Methodist Church of New Zealand/Te Haahi Weteriana o Aotearoa (1913—)
MEC	The Methodist Episcopal Church (1784–1939)
MECC	Methodist Episcopal Church of Canada (1834–1884)
MECS	The Methodist Episcopal Church, South (1844–1939)
MNC	Methodist New Connexion (in the UK, 1797–1907)
MPC	The Methodist Protestant Church (1830–1939)
PHC	The Pilgrim Holiness Church (1922–1968)
PM	Primitive Methodism/Primitive Methodist(s) (primarily in the UK after 1811, but also in Canada, Australia, New Zealand, and elsewhere)
PMC	Primitive Methodist Church (in the UK after 1902; originally Primitive Methodist Connexion, 1811)
PMCUSA	Primitive Methodist Church in the USA (after 1889)
SA	The Salvation Army (1865–)
UAMEC	Union American Methodist Episcopal Church (after 1865; originally part of the Union Church of Africans, 1813–1865)
UBC	The United Brethren Church, or Church of the United Brethren (1800–1946)
UEC	The United Evangelical Church (1891–1922)
UMC	The United Methodist Church, USA (1968–)
UMC [UK]	United Methodist Church (in the UK, 1907–1932)
UMFC	United Methodist Free Churches (in the UK, 1857–1907)
WC	The Wesleyan Church (1968–)
WM	Wesleyan Methodism/Wesleyan Methodist(s) (primarily in the UK, 1797–1891, but also in Canada, Australia, New

	Zealand, and elsewhere)
WMC	Wesleyan Methodist Church (in the US, 1947–1968; originally the Wesleyan Methodist Connection, 1843–1947)
WMC [UK]	Wesleyan Methodist Church (in the UK, 1891–1932)
WMCC	Wesleyan Methodist Church of Canada (1833–1874)

Abbreviations for Denominational Periodical and Journals

AM	*The Arminian Magazine* (Wesley and WMC [UK], 1778–97)
AM (BC)	*The Arminian Magazine* (Arminian Bible Christians, 1822–)
AM (P)	*The Arminian Magazine* (Philadelphia, 1789–90)
AMECR	*A.M.E. Church Review*
AMEZQR	*A.M.E. Zion Quarterly Review*
CA	*Christian Advocate,* New York (MEC)
CAp	*Christliche Apologete* (MEC)
CBot	*Christliche Botschäfter* (EA)
CCA	*Central Christian Advocate*. (MEC, African American edition)
ChQ	*Church Quarterly* (WMC [UK])
CI	*Christian Index* (CMEC)
CR	*Christian Recorder* (AMEC)
EpRe	*The Epworth Review* (MC [UK])
Ev	*The Evangelical* (EA)
EM	*Evangelical Messenger* (EA)
Herald	*Herald of Holiness* / *Herald* (CN)
L&L	*Light and Life* (FMC)
LQHR	*London Quarterly and Holburn Review* (WMC [UK], MC [UK])
MPR	Refers to quarterly journal of MPC under its fluctuating names (*Methodist Recorder*, *Methodist Protestant*, *Methodist Protestant-Recorder*)
MQR	Refers to quarterly theological journal of the MEC under its fluctuating names (*Methodist Magazine, Methodist Review, Methodist Quarterly Review*)
MQRS	Refers to *Methodist Quarterly Review* of the MECS
MRec	*Methodist Recorder* (MC [UK])
NCA	*Nashville Christian Advocate* (MECS)
NWCA	*Northwestern Christian Advocate* (MEC)
QR	*Quarterly Review* (UMC)
RelLife	*Religion in Life* (MC, UMC)
RT	*Religious Telescope* (UBC)
SZ	*Star of Zion* (AMEZ)
UBQR	*United Brethren Quarterly Review* (UBC)
WA	*Wesleyan Advocate* (WC)
WCA	*Western Christian Advocate* (MEC)
WMM	Refers to quarterly theological journal of WMC [UK] under title *The Methodist Magazine* (1798–1821) and *The Wesleyan Methodist Magazine* (1822–1913).
ZH	*Zion's Herald* (MEC)

Abbreviations for Scholarly Journals

AsbSem	*The Asbury Seminarian*
AsbTJ	*The Asbury Theological Journal*
BJRL	*Bulletin of the John Rylands Library*
DGW	*The Drew Gateway*
DDSB	*The Duke Divinity School Bulletin*
DDSR	*The Duke Divinity School Review*
EvJo	*Evangelical Journal*
MH	*Methodist History*
MR	*Methodist Review*
PCWS	*Proceedings of the Charles Wesley Society*
PSTJ	*The Perkins School of Theology Journal*
PWHS	*Proceedings of the Wesley Historical Society*
TFor	*Teologisk Forum*
WQR	*Wesleyan Quarterly Review*
WTJ	*Wesleyan Theological Journal*

Other Bibliographical References, Notes, and Citations

NB: In bibliographical references, the place of publication is no longer required according to the CMS.

(1) All bibliographic references, notes, and citations should follow the recommendations of *CMS* except as otherwise noted in this document. Full and complete bibliographic information should be given at the first citation of any work used, with short titles or abbreviations used in subsequent references.

(2) When a volume number and page numbers come together in a citation, the abbreviations vol. and p. (pp.) are omitted and a colon separates the numbers, although vol. is used when the volume number stands alone in a citation. A comma *should not* be used after an abbreviation (or short title) when it is directly followed by a volume number and page number(s). A comma *should* be used when only page numbers follow an abbreviation (or short title). Examples:

> Sermon 127, "On the Wedding Garment," *Works* 4:139–48.
> Luke L. Tyerman, *The Life and Times of the Rev. John Wesley, M.A.*, 3 vols. (London: Hodder & Stoughton, 1870), 3:17–39.
> Tyerman, *The Life and Times of John Wesley* 3:17–39.
> Southey, *The Life of Wesley*, vol. 2.
> Heitzenrater, *Wesley and the People Called Methodists*, 106–24.

(3) In the citation of journal articles, a space should be used after the colon following the date. Examples:

> Frank Baker, "John Wesley and Practical Divinity," *Wesleyan Theological Journal* 22/1 (1987): 7–15,
> Ted A. Campbell, "Christian Tradition, John Wesley, and Evangelicalism," *Anglican Theological Review* 74/1 (Winter 1992): 54–76.

(4) Use v. (vv.), and p. (pp.) only when they are needed to avoid ambiguity. Use "line(s)" instead of *l.* (*ll.*) to avoid typographic confusion. Examples:

Rep. Verse, #139, vv. 5–12, p. 193.
"Hymns on the Trinity," #109, lines 1–12, *Poet. Works* 7:280.

(5) The use of f. (ff.), as in the first example below, is discouraged; the use of inclusive page numbers, as in the second example below, is generally preferable:

Maddox, *Responsible Grace*, 182 ff.
Maddox, *Responsible Grace*, 182–99.

(6) The proper form for inclusive page numbers is illustrated by the following sequences: 3–17, 33–36, 100–103, 104–7, 109–12, 124–28, 192–229, 200–207, 209–36, 312–27.

(7) Any use of n. (nn.) in a citation should be preceded by the page on which the note appears, and there should be a space after the period of the abbreviation. Examples:

Rack, *Reasonable Enthusiast*, 145–57, 581 n. 51 [an endnote].
Tyerman, *The Life and Times of John Wesley* 3:129 nn. 23 and 24 [footnotes].

(8) *MR* generally discourages use of "scholarly" Latin terms or abbreviations such as q.v., s.l., et seq., supra, infra, passim, and the like; when used, they should be in roman type, not in italics. In particular, avoid the use of op. cit. and loc. cit.; instead, use the abbreviation or short title of the work cited with the volume/page numbers. Do not use idem; instead, repeat the author's last name, using initials or first name if necessary (e.g., to distinguish two authors named Smith), with the short title.

(9) The abbreviation ibid. (which *should not* be italicized, and is capitalized only when it begins a note or sentence) takes the place of the author's name, the title of the work, and as much of the following information as is identical to the note immediately preceding.

(10) Be careful not to confuse i.e. (*id est*, "that is") with e.g. (*exempli gratia*, "for example"). Do not use cf. (*confer*, "compare") as a synonym for "see" or "see also"; the former implies a specific textual comparison or parallel, the latter a more general reference.

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MR recommends that authors use the New Revised Standard Version–Updated Edition (NRSV–UE) of the Bible unless there is particular reason to use another version. Whenever another version is used, the use should be clearly indicated at each quotation by the standard abbreviations:

GNB	*The Good News Bible: Today's English Version* [NB: not TEV]
JB	*The Jerusalem Bible*
KJV	The King James Version of the Bible [NB: not italicized]
NASB	*The New American Standard Bible*
NEB	*The New English Bible*
NIV	*The Holy Bible: New International Version*

NJB	*The New Jerusalem Bible*
NRSV	The New Revised Standard Version of the Bible [NB: not italicized]
NRSV-UE	The New Revised Standard Version of the Bible, Updated Edition
REB	*The Revised English Bible*
RSV	The Revised Standard Version of the Bible [NB: not italicized]

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