

Zygon[®]: *Journal of Religion and Science*

Author Submission Guidelines

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Process and General Characteristics

Zygon is an interdisciplinary journal with readership throughout the humanities as well as the social and physical sciences. Our article submission process and documentation requirement is a compilation of general practices found throughout all of these disciplines so specific details contained within our guidelines may be new or unfamiliar to potential authors. We ask that you thoroughly familiarize yourself with the following guidelines before submitting a manuscript for consideration.

Zygon conducts a double-blind peer review process which begins when an author registers with our article submission site <http://mc.manuscriptcentral.com/zygon> and submits a manuscript. Our online system asks submitting authors to provide the following:

- (1) the names of all authors
- (2) an article title of no more than 15 words
- (3) between three and ten keywords (the website provides a list of *Zygon*'s most common keywords but authors can supply words of their own choosing as well)
- (4) an abstract of no more than 160 words (abstracts and keywords are important for indexing services and modern search tools, and thus deserve proper attention)
- (5) a file containing the anonymous manuscript text (preferably MSWord but other formats are also supported)
- (6) a separate "author note" file containing information about the author(s) (this note is published along with the manuscript and briefly informs our multidisciplinary readers of your position [or vocation], institutional affiliation, full mailing address, and [optionally] e-mail address; it will not be seen by the referees)
- (7) any figures or graphic file(s) to which authors refer in their manuscript text sent as separate files (**please note** that *Zygon* prints only in black and white. *Zygon* cannot accept any color figures or photos for final publication. **All figures must be submitted in grayscale format** before final publication of the article is possible.)

The files can be uploaded in Word or another common word processing program. Uploaded files will be automatically converted into HTML and PDF formats to facilitate peer review by our referees. Authors are asked to review these files for completeness and correct conversion into these formats. Please feel free to contact the office if the native format which you are using does not correctly convert into these review formats. Our staff *may* be able to help.

In order to facilitate our issue planning process, we ask for the following additional information:

- (1) the number of words in the article (our preferred manuscript length is between 5,000 and 9,000 words, including notes and references; the manuscript is less likely to be accepted if it is over 11,000 words)
- (2) the number of manuscript pages
- (3) the number of tables and figures
- (4) whether or not the manuscript is intended for one of our special sections.

As a courtesy to authors, the online submission system also provides submitting authors with the opportunity to list the names of individuals whom they feel should not referee the paper, their “non-preferred” reviewers of the manuscript.

Finally, the submission system asks authors to verify that they are familiar with our copyright assignment policy. Please see below for details about this policy.

The online submission system allows authors to track the progress of their manuscript through review. However, it does not allow the authors themselves to directly make changes to the manuscript once it has been submitted. If an author identifies a missing point of clarification, a mistyping, or missing reference, the editorial office will gladly work with the author to see that the information is quickly added to the manuscript as it goes forward through the review process.

Zygon follows the *Chicago Manual of Style* (16th edition), with an author-date system for references. *Zygon* publishes in American English. For word usage and word division, our authority is *Webster’s New Collegiate Dictionary* supplemented by *Webster’s Third New International Dictionary*.

Zygon uses inclusive terms when speaking about humanity and people (both women and men). We also suggest speaking about nature and divinity in inclusive language unless an author intentionally wants to argue for their gender.

Because *Zygon* is an interdisciplinary journal, many readers may be outside the author’s primary field. To make your article readable for our diverse audience, please define all technical terms, minimize the use of non-English terms (and translate all that remain), and give first and last names of all persons mentioned, even if you believe that they are well known. All quotations, even those you may deem familiar to everyone, must be documented.

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Zygon uses the author-date system of documentation. With a quoted passage, place the reference after the quoted material. Here are some examples of common citations:

- (1) (D’Aquili and Laughlin 1979, 165). [There is no punctuation between the authors and publication year, but there is a comma between the year and the page reference.](#)
- (2) (Piaget [1929] 1969, 2:26). [This cites a newer edition of an older work with both a volume and page number.](#)
- (3) (Johnson 1979, sec. 24.5). [This is the form to use for a section, note, and so on.](#)

If the name of the author is integrated in the sentence, it need not be repeated in the citation. Use semicolons to separate multiple references.

Endnotes are for explanatory purposes only. Please consider whether the note is needed: If the remark is important, why not integrate the remark into the main text? If it is not important, why have the note? References to endnotes are indicated by superscript numbers in the text. Within endnotes, the author-date system is used as it is used in the main text.

The reference list is organized in alphabetical order by last name of the author. **Please note: We require authors' first names (not just initials).** If more than one work by an author is cited, the list is then ordered from the earliest to latest year of publication. The 3-em dash followed by a period is substituted for the author's name in all but the first reference. If more than one work by an author(s) is published in a single year, the list is then alphabetically ordered by the first word of the title, and the letters a, b, c, etc. are placed after the year both in the main text and on the reference page.

The order of individual references is as follows: author (last name first for initial author and first name first for all others in a multiple-author work), year (original publication date, if any, in brackets, followed by date of edition cited in the text), title of work, publication information (place of publication, publisher). Titles of periodicals are italicized and not abbreviated. (The latter requirement is important for our diverse readership who may not be familiar with the literature of every specific discipline or sub-discipline cited by a particular author.) For all other details, please follow *The Chicago Manual of Style*.

References:

- Burhoe, Ralph Wendell. 1972. "Natural Selection and God." *Zygon: Journal of Religion and Science* 7:30-63.
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- Whitehead, Alfred North. [1925] 1964. *Science and the Modern World*. New York: New American Library.

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Use a single space after all punctuation.

Underline or italicize words when they are referred to as words.

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Give the full name of the person when that person is first cited in the text, but give only the last name in subsequent citations.

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Tables should have horizontal lines above and below the headings, and a horizontal line at the bottom—no vertical lines. Be sure to include a table title and a source note indicating where your data came from.

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