CEDARVILLE
U N I V E R S I T Y ®

School of **BIBLICAL** and **THEOLOGICAL STUDIES**

Style Manual
2024-2025

Introduction

The School of Biblical and Theological Studies Style Manual contains the style requirements for research papers in the School of Biblical and Theological Studies at Cedarville University (notes-bibliography style with footnotes in Chicago, Turabian, and SBL). Items in the Contents page are all linked to the text in this document. All the examples reflect the actual style of research papers.

Use Microsoft Word, which is available through the start button when logged into the CU network. I recommend that you use RefWorks or Zotero to help you collect, organize, cite, and share your research sources. Instruction for setting up either is available from the library website (RefWorks & Zotero). Even if you use one of these softwares or have someone else format your paper, you have the final responsibility for the document you submit for grading or evaluation.

Before writing your paper, glance at the Contents page above and skim any sections about which you are unfamiliar. Refer to this manual throughout your writing. Verify that the basic form of the paper meets the requirements for the title page and body of the paper (See RPF) and examine each individual footnote and bibliographic citation (See FAB). Then read through your entire paper for font, margins, spelling, punctuation, abbreviations, and other details (See RPD).

Be your own critic, and strive for excellence. You are trying to get a good grade, but writing well also can help you learn to express your thoughts well. Write a research paper for which you, your professor, and God will be proud.

This manual answers the most common questions about writing your paper, but for unusual situations you may need to refer to the the current editions of Turabian's *A Manual for Writers of Research Papers, Theses, and Dissertations*, *The Chicago Manual of Style*, and *The SBL Handbook of Style*, for which this manual is a supplement and companion. If you are unable to find an answer to your questions, contact me or your professor.

Jeff Gates, editor
Bible & Theology Librarian
Cedarville University
April 2024

Research Paper Format (RPF)

Research papers contain a title page, the body of the paper, and a bibliography. In this section are instructions and examples for the form and style for a title page, pages of the text, subheadings, and bibliography. Subsequent sections include instructions and examples for the form and style of footnotes and bibliography, as well as other details about the paper.

RPF.1　　　　Title Page

The title page contains four sections: Title and Subtitle Section, "Presented to" Section, "In Partial Fulfillment" Section, and Author Section. Center each line of the title page between the right and left margins, and place an empty line between each line of text in the sections. Include equal space between each section vertically. Assign no page number to the title page. See Figure 1 below.

RPF.1.1　　　　Title and Subtitle Section

Capitalize every letter in your title and subtitle (if there is a subtitle). Type the first line of the title approximately two inches below the top of the page. If there is a subtitle, place it below the title with one empty line between them. Use black 12-point Times New Roman font for the title and subtitle.

RPF.1.2　　　　"Presented to" Section

Include the following information with one empty line between them: *A Paper* (first line), *Presented to* (second line), [Professor's Name] (third line), and *Cedarville University* (fourth line).

RPF.1.3　　　　"In Partial Fulfillment" Section

Include the following information with one empty line between them: *In Partial Fulfillment* (first line) and *of the Requirements for* [course number and name] (second line)

RPF.1.4　　　　Author Section

Include the following information with one empty line between them: *by* (first line), [full first, middle initial, and last name] (second line), and [date] (third line). The third line should be approximately one inch from the bottom of the page.

CREATION MANDATE:

A PRAGMATIC CALL FOR STUDYING GOD'S CREATION

A Paper

Presented to

Dr. Ronni Kurtz

Cedarville University

In Partial Fulfillment

of the Requirements for BTHT 6140 Foundation Christian Doctrine

by

Jeffery S. Gates

November 18, 2023

Figure 1.

RPF.2   **Subheadings**

Use up to three levels of subheadings. Each subheading should be in bold font. Include two empty lines before each subheading and one empty line after each subheading. If a subheading starts a page, place it one inch below the top of the page. If a subheading is the last line of text, move it to the next page. Never end a page with a subheading. See Figure 2 below.

RPF.2.1   **First-level subheading**

Center and capitalize each important word in the first-level subheading. Divide subheadings that are more than five inches long and include one empty line between them.

RPF.2.2   **Second-level subheading**

Type the second-level subheading one inch from the left side of the paper. Capitalize each important word, and place no punctuation at the end of the subheading. Divide subheadings that are more than three inches long with the second line that is also one inch from the left side of the paper. Do not include an empty line between them.

RPF.2.3   **Third-level subheading**

Only capitalize the first word of the third-level subheading, place it one and a half inch from the left side of the page, and end it with a period. Type the first sentence of the text one space after this subheading.

RPF.3   **Bibliography**

Begin the bibliography page with the word BIBLIOGRAPHY centered and two inches below the top of the page. After two empty lines, include references in alphabetical order by the last name of the author or the title (if there is no author listed). Begin the citation one inch from the left side of the paper. If there is more than one line to the citation, type the second line on the next line and indent it one and a half inches from the left side of the paper. Include one empty line between each citation. Continue page numbers for each page of the bibliography, except the page number on the first page of the bibliography is placed at the bottom of the page centered. The rest of the pages of the bibliography are placed on the top right. See Figure 3 below. Also see FAB for examples of citations in the bibliography.

of humanity arguably taps into the absence of the evaluative formula in the human creation circle in Gen 1:26–30, thereby serving as an elaboration of as to why humanity is not singled out as "good."

Creation as an Undoing of the Negatives in Genesis 2:4b–3:24

Genesis 3 is traditionally treated with great intensity under the doctrine of the fall and original sin and not under the doctrine of creation. Such a separation of Genesis 3 from Genesis 2 is neither in the original Hebrew text nor in the Masoretic Text (MT) tradition, which as Magonet notes, "assumes one continuous unbroken piece of text from 2:4–3:15" with marked separations in Gen 3:15, 16, 21, and 24.

Undoing of 2:5ab in 2:9 and 3:18–19

The undoing of the negatives in Genesis 2:5ab is prepared for by the undoing of the negatives in 2:5cd , both on macro and micro level. In the case of the negatives in Genesis 2:5ab, unlike those in the kî clause for which solutions are worked out from the outside to the inside and back, the solutions are worked out from the inside to the outside.

Solution 1: From inside the garden. The initial watering on the macro level in 2:6 anticipates the emergence of vegetation in Genesis 2:9 : "And the Lord God made all kinds of trees (כָּל־עֵץ) grow out of the ground (מֶן־הָאֲדָמָה)—trees that were pleasing to the eye and good for food." The pleasurable and edible vegetation, however, were apparently limited to the garden. The productive הָאֲדָמָה referred to in 2:9 should rather be viewed as referring specifically to the ground "in the garden" (3:1-3). This is also enhanced by the name Eden which has the connotations of "well watered,"

Figure 2. Adopted from Hulisani Ramantswana, "Humanity Not Pronounced Good: Humanity's Death within the Scope of God's Very Good Creation in Light of Genesis 2-3." *Old Testament Essays* 26, No. 3 (2013): 805.

BIBLIOGRAPHY

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Valentine, Grace. *Is It Just Me? Learning to Trust God in the Middle of Hurts, Doubts,
    and Fears*. Nashville, TN: Thomas Nelson, 2021.

Figure 3.

Research Paper Details (RPD)

This section gives details about the paper that are not contained in previous sections. The other sections contain instructions and examples on the form and style for a title page, subheadings, footnotes, and bibliography, as well as other details about the paper.

RPD.1 **Font**

Use black 12-point Times New Roman font throughout the body of your document, with only a few exceptions. Texts in footnotes, figures, and tables should be black 10-point Times New Roman font. Use bold font only for subheadings, and italic font only for titles of books and journals, foreign words, and emphasis. Do not use underlined or colored text. Greek and Hebrew fonts should be equivalent in size to the Times New Roman font.

RPD. 2 **Line spacing**

Place one empty line between all lines of text throughout the body of your document, as well as, for headings with more than one line on a title page. Also place one empty line between citations in footnotes and a bibliography. Lines in other headings with more than one line, such as block quotations, table titles, figure captions, and enumerated lists do not have one empty line between them. Also, place no empty lines between lines in footnotes and citations in a bibliography.

RPD.3 **Margins**

Text should be one inch from the left side, right side, top, and bottom of all pages. Place all main headings (such as BIBLIOGRAPHY) two inches below the top of the page. Always set footnotes one inch from the bottom of the page, even if there is space between the last line of text and the footnote.

RPD.4 **Indentations**

Begin the following examples one and a half inches from the left side of the page: first line of normal paragraphs and footnotes; all text in quotations that are more than four lines (block quotations); enumerated lists, tables, or examples; and the second and all subsequent lines in a bibliography.

RPD.5 **Spelling and Capitalizatio**n

Make a possessive of most singular nouns, letters, numbers, abbreviations, and compound words by adding *'s* to the end of them. However, add an apostrophe at the end of most plural possessive nouns. There are no exceptions given for words ending in *s, x,* or *z*. Make a possessive of italicized words by adding an unitalicized *'s* or apostrophe. Examples: God's word; the man's son; Jesus's disciplines; The disciples's mission; *agape*'s.

Make a plural of Arabic numerals and capital letters by adding an "s" to the end of them, but make lower case letters plural by adding *'s* to the end of them. Examples: 7s; Ts; e's

Generally, do not hyphenate words at the end of lines unless they are compound words.

In titles, usually capitalize the second part of a compound word. Example: First-Term

Include a space between a person's first and middle initials, but do not allow the middle initial to continue on to the next line. Do not allow a space within Arabic numerals or between numbers and a percentage symbol or a fraction. Never allow an ellipsis to continue into the second line. If

necessary, break the URL or email address before or after an equal sign or ampersand or before a single slash or any punctuation mark or symbol. Never add a hyphen to indicate a break in a URL. Examples: Clive S. Lewis; 9%; http://rave .ohiolink.edu/ebooks/ebc/9780199756292

Capitalize any name with a particle at the beginning of a sentence. Example: Von Rad emphasized…

Capitalize delta, desert, gulf, island(s), lake, mount, mountain(s), nahal, nahr, river, sea, strait, tel, tell, valley, or wadi, when they are part of a specific name. Examples: Nile River; Wadi Qelt

For book titles in English, capitalize the first letter of the first word, proper nouns, and important words, but for book titles in a different language than English only capitalize the first letter of the first word and proper nouns. Examples: *Eve in Exile: The Restoration of Femininity*; *Teología bíblica y sistemática*

Do not capitalize the first letter of items in a vertical list unless they are complete sentences.

Generally do not capitalize the names of biblical, religious, and theological events and concepts. Examples: fall; exodus; nativity; resurrection

Capitalize designations for the Bible, a book of the Bible, a division of the biblical canon, a discrete section of a biblical book, and a word or phrase used as a title of the whole or a specific part of the Bible. However, do not capitalize the name of a genre or words used generically. Examples: Law; Pentateuch; Prophets; Writings; Gospel of John; the Fourth Gospel; Mosaic law; Hebrew prophets; Paul's gospel

Capitalized alternate names of God. Examples: Creator, Father, Comforter, Word

Spelling and Capitalization Examples:

a priori
Abba (but transliterated *abba*)
abomination of desolation
ad hoc
Acts of the Apostles
AD (anno Domini) Always precedes
date: AD 30
Adonai
African American
Agape
Age (archeological periods, e.g. Bronze
Age), age (church, classical, etc.)
agora
the Almighty
Alpha and Omega (as titles of Christ)
amillennial(ism)
ancient Near East, ancient Near
Eastern, ancient
Greece, ancient Rome
angel of the Lord
ante-Nicene fathers
antediluvian
anti-Christian
anti-Semitism, anti-Semitic
Antichrist
Apocrypha, apocryphal

the apostle(s), (the twelve apostles), the apostle
Paul, James the apostle, the Beloved Apostle)
Apostles' Creed
apostolic fathers (individuals), Apostolic Fathers
(corpus of writings)
appendix, appendixes or appendices
archbishop, Archbishop (the archbishop of
Canterbury, Archbishop Makarios)
Aristotelian reasoning
ark of the covenant, Noah's ark
ascension, the
Athanasian Creed
atonement (as a general concept or rite), but Day
of Atonement
Augsburg Confession

Babylonian captivity
Babylonian Empire
baptism
Baroque music
battle of Armageddon
BC (before Christ). Always follows date: 587 BC
BCE (before the common era). Always follows
date: 587 BCE
the Beatitudes
Beloved Disciple
Bible, biblical

bishop (bishop of Dorchester), Bishop (Bishop Birinus)
the Board, International Mission Board, North American Mission Board
body of Christ
book of Job (or any other biblical book)
book of the covenant, book of the law
Book of the Twelve
bread of life
the Bronze Age
burnt offering

ca (circa)
the canon
the captivity
catholic (universal), Catholic (as in Roman Catholic Church)
century–spell out numbers in the text (the twentieth century, twentieth-century theology)
CE (common era) Always follows date: 70 CE
Chaldean
charismatic movement
chief priest
chosen people
Christian
Christian era
Christian education–capitalize in titles
Christlike
Christmas
Christocentric
Christology, christological
church, Church (universal church, local church, a Baptist church, First Baptist Church)
church age
church fathers, the Fathers
city of David
city of God
classical
Classicism
Code of Hammurabi
codex, codices, Codex Alexandrinus, Codex Vaticanus, etc.
confession–capitalize in titles (Augsburg Confession)
Comforter (when referring to God)
the Conquest
Cosmogony
Council (Council of Chalcedon, Second Vatican Council)
counselor, counseling
Counter-Reformation
covenant (Abrahamic, Mosaic, old, new)
creation, the
Creator (when referring to God)
creed, Creed (Athanasian Creed), credo, creedalism
criterion, criteria
the cross
the crucifixion
the Crusades, Crusaders

crucified one
curriculum, curricula

Dadaism
the Dark Ages
Davidic (adj.)
Day of Atonement (Yom Kippur)
day of judgment
day of Pentecost
day of the Lord
Dead Sea Scrolls (but a Dead Sea scroll)
the Decalogue
Decades (nineteen nineties or 1990s, but never 1990's unless a true possessive)
the Deluge
the Department of Christian Theology
the Depression
the devil
the Diaspora, diaspora Jews
disciples
divided kingdom
divine
docetic, docetism, docetists
Documentary Hypothesis
the Dominican order, a Dominican dynasty, the Eighteenth Dynasty, the Davidic dynasty

Easter
the eighteenth century
the eighth century
elect, God's elect
the eleventh century
the emperor, the empire, Emperor (Emperor Constantine, Emperor Hadrian)
End-time
Ephod
Epicurean
the epistle, this epistle, these epistles
Epistle (the Epistle of James, the First Epistle of John), Epistles (the Pastoral Epistles)
eschatology, eschaton
Essene, the Essenes
et al.
etc.
the Eucharist
evangelical, evangelicalism
ex nihilo
exile, but the Exile
exodus (from Egypt) but the Exodus

fall
the Fall, the fall of Rome
the Father, our heavenly Father, the fatherhood of God
the Fathers, church fathers
Feast of Pentecost, Feast of Tabernacles, etc.
the fifthteenth century
the fifth century, the first century
first missionary journey
First Temple period
the flood
Former Prophets

the fourteenth century
the fourth century
fulfill, fulfillment
fundamentalism, fundamentalist

garden of Eden
gehenna
gematria
gender criticism (noun), gender-critical (adj.)
General Epistles (or General Letters)
genizah, a (but Cairo Genizah)
gentile(s)
General Epistles
gentile(s)
Gnosticism, a Gnostic, the gnostic heresy
God, Godhead, God Almighty, gods
the golden calf
Gospel (good news of Christ or one of the gospels), gospel (other than Christian gospel)
Great Commission
Greco-; Greco-Roman
Greek, Greek Testament, Greek architecture

Hades
hapax legomenon (pl. hapax legomena)
Hasidic, Hasidim
he, him, his (when referring to God)
heaven
Hebrew Bible
Heidelberg Catechism
Heilsgeschichte
hell
Hellenism, Hellenistic
high priest
Holy Land
holy of holies
Holy Week
holy war
Holy Writ
house of David
Hudson River school

i.e. (*id est*)
Ibn Ezra
imago Dei
Immanuel
impressionism
incarnation
index, indexes, indices
Independence Day
the Industrial Revolution
interpretative, interpretive
Intertestamental

Jerusalem Council
a Jesuit, Jesuit teaching, Jesuit (adverb), jesuitical (adverb)
Jew, Jewish
Judaism

the judges
judgment day
judgment seat of Christ

kerygma
the king
King (when referring to God)
king of Israel
King of kings
King's Highway
kingdom of God (or heaven)
Koine Greek
Koran, koranic, Qur'an, Quran, quranic

lacuna, lacunae
Lamb, the (when referring to God) Lamb of God
land of Israel
last days
the last judgment
the Last Supper
Latter Prophets
law of Moses, the Law (Pentateuch)
Letter to the Galatians (etc.)
the Levant
Leviathan
Levite, Levitical
lex talionis
light of the world
logos, the Logos
the Lord. Lord of Hosts, Lord of lords
Lord's Day, Lord's Prayer, Lord's Supper
Luke, Lukan

Maccabean
Magi
Major Prophets
Major Prophets (division of the canon)
Maker (when referring to God)
man of sin
man of sorrows
Manichaean
Mark, Markan
Masorah, Masoretes, masoretic (pronunciation, vocalization, etc.), Masoretic Text
Matthew, Matthean
medieval, medieval theology (but Middle Ages)
mercy seat
the Messiah (Christ), messianic, messiah (in general)
Middle Ages
millennium, millennial, millenarian
Minor Prophets
Mishnah, mishnaic (adj.) but Mishnaic Hebrew
modernism
Mosaic covenant, Mosaic law
Mount of Olives, Mount of Transfiguration, Mount Sinai
Muhammad
Muslim

name of God
nativity (of Jesus)
Near East, Near Eastern
Negev

neo–Classicism
neo-orthodoxy
Neoplatonism
new age
new covenant
new heaven and new earth
new Jerusalem
new moon
New Testament
Nicene Creed, Council of Nicea
the nineteenth century
the ninth century
non-Christian

old covenant
Old Testament
only begotten Son
original sin

Palestine, Palestinian
parable or parables
paradise
parousia
passion (of Christ)
Passover
Pastoral Epistles
patriarchs, patristic, patristics
Pauline Epistles
Pentateuch, pentateuchal
percent (never use % in the text)
person of Christ
Peshitta
Petrine (pertaining to Peter)
the pharaoh
Pharisee(s), pharisaic, pharisaical,
pharisaism
the pope, papacy, Pope John Paul II
post-Exilic writings, post-Nicene
fathers
premillennialism, premillennial
priesthood of Christ
Prison Epistles
Prohibition
prophecy (noun), prophesy (verb)
prophet(s), prophetic
Protestant(ism)
Psalm 45; a praise psalm(s), psalmist,
 twenty-third Psalm; abbreviated: Ps 23;
Pss 21-26

queen of Sheba
Qumran
Qu'ran (not Koran), qu'ranic

the rabbi, rabbinic, Rabbi (if followed
by a personal name)
Received Text
Redeemer (when referring to God)
Reformation (historical period)
Reformers
Renaissance (historical period)
Resurrection
revelation, book of Revelation

Romanesque architecture
Romanticism, Romantic music

Sabbath, Sabbatical Year
Sadducees
Samaritan(s)
Sanhedrin
Satan, satanic
Savior
scripture (general reference to religious writings),
Scripture (when referring to the Bible)
the second coming
the second century
second missionary journey
Second Temple (period, literature, etc.)
Semitic, Semitism
Septuagint
Sermon on the Mount
the Seven Years' War
servant of the Lord
the seventeenth century
the seventh century
shalom
the Shang dynasty
Shema
Sheol
the sixteenth century
the sixth century
the Son, Son of God, Son of Man, sonship
Song of Deborah
Song of Moses
the Spirit, spirit of God
Stoic(ism)
suffering servant
Sunday school, Sunday School Board
synagogue
Synoptic Gospel(s)

tabernacle
Table of Nations
Talmud, talmudic
Tanak, Tanakh
targum, (pl. targumim)
temple, Solomon's Temple, Herod's Temple,
Second Temple
Ten Commandments
the tenth century, the thirteenth century, the third
century
Textus Receptus
third missionary journey
Thummim
torah (instruction), Torah (division of the canon)
the transfiguration
Trinity, Trinitarian
the twelfth century
the Twelve, the twelve apostles, twelve disciples
(see also Apostles)
Twenty-Third Psalm

unchristian
united monarchy
Urim
v. (verse); vv. (verses);

Vedas
version(s)
the virgin birth, the Virgin (Mary)
Vulgate

Wailing Wall
war, cold war, WorldWar II, the First
World War, the two world wars
whole offering, whole burnt offering
wilderness (wanderings), Wilderness of
Zin (Sin)
wisdom (literature), Wisdom
(personified)

the Word, the Word of God (for Jesus or the
Bible), word of God
Writings (division of the canon)
Yahweh
Year of Jubilee
Yom Kippur (Day of Atonement)

Zealotes

RPD.7   Italics

Italicize titles of books, journals, magazines, newspapers, blogs, plays, long musical compositions, paintings, sculptures, photographs, movies, television shows, and radio programs. However, do not italicize a book series, manuscript collections, scriptures, websites, or musical works referred to by their genre.
Italicize a word or words when referring to them as terms or for emphasizing them for the first time - instead of putting them in quotation marks. However, when such words are used subsequently, they should not be italicized.

Use italicized, lowercase letters when referring to them as letters. Example: *i*

Italicize transliterated foreign terms. However, do not italicize transliterated foreign titles of Ancient Near Eastern texts. Examples: *agape, imago Dei, lex talionis,* Code of Hammurabi

Do not italicize foreign words when placing them in quotation marks or when they have passed into common English usage. Example: a priori; ex nihilo; parousia; shalom. Also do not italicize abbreviations for common foreign words. Example: etc.; et al.; ca.; e.g.

Italicized and Unitalicized Word Examples:

a priori	ca. (circa)	ex officio	masorah
ad hoc	chiasm, chiasmus	faux pas	midrash
ad nauseam	contra	*hapax legomenon* (pl. *legomena*)	parousia
agape (but transliterated *agapē*)	coupd'état	i.e. (*id est*)	polis
agora	e.g. (*exempli gratia*)	*imago Dei*	raison d'être
archon (transliterated *archōn*)	en masse eros	in situ	sans
atrium	et al. (*et alii*)	koine (but Koine Greek)	*sic*
Basilica	etc.	*lex talionis*	
bema (but transliterated *bēma*)	ex nihilo	Locus	

RPD.8   Punctuation

Normally, follow punctuation with one space, except place a footnote superscript number immediately after punctuation in the body of the text. Example: Follow the text of the LXX.[3]

When using a title in a sentence, preserve any punctuation that is part of it.

RPD.8.1   Periods

Do not use periods after chapters, parts, or table titles when they appear as a display line, or after most subheadings. However, place a period after a chapter title in a bibliography citation. Example: Johnson, Lawrence J.; ed. "John Chrysostum." Pages 171-212 in vol. 2 of *Worship in the Early Church.* Collegeville, MN: Liturgical Press, 2009.

Never follow a question mark at the end of a sentence with a period.

Never use two periods together except for ellipses.

Items in a vertical list only end with a period if they are complete sentences.

Place quotation marks immediately after a period.

If the quotation ends with a semicolon or colon, change it to a period or comma to fit the structure of the main sentence. A closing period always precedes an ending quotation mark.

When enclosing a complete sentence in parentheses or brackets, place a period, question mark, or exclamation point before the closing parenthesis or bracket. However, place the period, question mark, or exclamation point outside of the parentheses or brackets when the content in them is within another sentence. Examples: The word was *adoshem*. (The source of this translation is the Codex Sinaiticus.); Smith insisted that the early church fathers (even early Christian heretics) have much to teach us.

Usually, the parts of the bibliographic citation are separated by a period. Normally, always end the citation with a period. Example: Hall, Stuart G. *Doctrine and Practice in the Early Church*, 2nd North American ed. Eugene, OR: Cascade Books, 2011.

When using an ellipsis after a grammatically complete sentence, place a period, semicolon, question mark, or exclamation point before the ellipsis. However, place a period, question mark, or exclamation point after an ellipsis when the text omitted precedes that punctuation mark. Examples: "I believe in Christianity as I believe that the sun has risen; . . . because by it I see everything else."; "If the footmen tire you . . . ?"

RPD.8.2   Commas

Use a comma before and after phrases that could be omitted without affecting the meaning of the sentence.

If the phrase cannot be omitted without affecting the meaning of the sentence, do not use a comma before and after it. Examples: Paul, who had been there many times, was content…; Matthew Mullins' book *Enjoying the Bible: Literary Approaches to Loving the Scriptures* uses a new hermeneutical approach.

Use commas, rather than en dashes and parentheses, to set off content that is more connected to the rest of the sentence.

Numbers with four or more digits require commas. However, exclude commas in four-digit page numbers and four-digit years. Examples: 1,048; 1001-1012; 2022

Follow commas with one space, except for commas used in numbers with four or more digits.

Separate a series of three or more words, phrases, or clauses with commas. Example: Calvin, Luther, and Knox

Separate similar citations of the Bible and other Ancient Near Eastern sources in the main text or parenthetical citations with a comma, but separate dissimilar citations of these sources with a semicolon. Examples: Jer 26, 28, 30, and 31; Ex 31:12–18; 34:29–32; 35–40 (35-40 are chapters, not verses)

When using question marks, dashes, or exclamation points to break up the text, do not use commas.

Place quotation marks immediately after a comma.

If a quotation ends with a semicolon or colon, change it to a period or comma to fit the structure of the main sentence.

Use semicolons to separate items if one or more includes commas or if the items are long and complex. Examples: God used Nathan, the prophet; David, the king; and Bathsheba, David's wife, to fulfill his plan.

Use a comma after a question mark or exclamation point only for titles in the text. Example: Much different than De Troyer's "Is This Not Written in the Book of Jashar?," is Ross's "How We Lost the Book of Jasher."

Differentiate male family members or rulers with identical full names with roman numerals or Arabic ordinal numerals.

When attaching an ordinate number to a name, do not place a comma after the name unless the name is inverted as in a bibliography. Examples: Robert L. Hubbard Jr.; Hubbard, Robert L., Jr.

RPD.8.3   Colons and Semicolons

When colons or semicolons appear in quotations, they always follow the ending quotation mark. However, if the quotation ends with a colon or semicolon, change it to a period or comma to fit the structure of the main sentence.

If a quotation ends with a colon or semicolon, change it to a period or comma to fit the structure of the main sentence.

Use a colon before a series of elements that expands, clarifies, or exemplifies what precedes it.

Only capitalize the first word following a colon if it is a proper noun.

Normally, follow colons with one space. However, in a citation of the Bible, place a colon between the chapter and verse(s) with no space before or after the colon.

Use semicolons to separate items if one or more includes commas or if the items are long and complex. Examples: God used Nathan, the prophet; David, the king; and Bathsheba, David's wife, to fulfill his plan.

Separate dissimilar citations of the Bible and other Ancient Near Eastern sources in the main text or parenthetical citations with a semicolon, but separate similar citations of these sources with a comma. Example: Jer 26, 28, 30, and 31; But Exod 31:12–18; 34:29–32; and 35–40 (35-40 are chapters, not verses)

RPD.8.4   Question Marks and Exclamation Points

Normally, follow question marks and exclamation points with one space.

Place a question mark or exclamation point before an ending quotation mark if they are part of the quoted matter. However, place it after an ending question mark or exclamation point if they apply to the entire sentence in which the quotation appears. Examples: He shouted, "Dr Smith is here!"; Did you hear him say, "Dr Smith is here"?

Use a comma after a question mark or exclamation point only for titles in the text. Example: Much different than De Troyer's "Is This Not Written in the Book of Jashar?," is Ross's "How We Lost the Book of Jasher."

When enclosing a complete sentence in parentheses or brackets, place a period, question mark, or exclamation point before the closing parenthesis or bracket. However, place the period, question mark, or exclamation point outside of the parentheses or brackets when the content in them is within another sentence. Examples: (The source of this translation is the Codex Sinaiticus.); Smith insisted that the early church fathers (even early Christian heretics) have much to teach us.

Never follow a question mark or exclamation point at the end of a sentence with a period. However, use a comma after a question mark or exclamation point for titles in the text.

Only use a question mark or exclamation point in a quotation or title if it is part of the quotation or part of a title. If the title (or subtitle) ends in a question mark or exclamation point in the bibliographic citation, no other ending punctuation is needed.

When using an ellipsis after a grammatically complete sentence, place a period, semicolon, question mark, or exclamation point before the ellipsis. However, place a period, question mark, or exclamation point after an ellipsis when the text omitted precedes that punctuation mark. Examples: "I believe in Christianity as I believe that the sun has risen; . . . because by it I see everything else."; "If the footmen tire you . . . ?"

You may use a question mark at the end of a date if you are uncertain about its accuracy. Example: 2001?

RPD.8.5   Possessives

Make a possessive of most singular nouns, letters, numbers, abbreviations, and compound words by adding *'s* to the end of them. However, add an apostrophe at the end of most plural possessive nouns. There are no exceptions given for words ending in *s, x*, or *z*. Make a possessive of italicized words by adding an unitalicized *'s* or apostrophe. Examples: God's word; the man's son; Jesus's disciplines; The disciples's mission; *agape*'s.

RPD.8.6   Hyphens, En Dashes, and Em Dashes

A hyphen is approximately the width of the lower-case letter *h*. (Make a hyphen by pressing the hyphen key.) Do not place spaces before or after a hyphen. Use a hyphen to connect compound words. Examples: long-term; up-to-date.

When using a hyphen between inclusive page numbers, beginning repeated numbers may be omitted in the last number. Example: 333-4; 340-51

For page ranges using Arabic numerals, either use *from* before the first number and use *to* between the first and last numbers or place a hyphen between them. Example: from 1 to 3; between 1 and 3; 1-3

An en dash is approximately the width of a capital letter *N*. (Make an en dash in a Word document by pressing Ctrl key and dash key in the numeric keypad.) Do not place spaces before or after an en dash. Use an en dash to designate ranges. Examples: ages 10–12; Gulf War (Jan 17, 1991–Feb 28, 1991)

An em dash is approximately the width of a capital letter *M*. (Make an em dash in a Word document by typing a word, 2 hyphens, word, and space.) In texts, use an em dash, rather than a comma, semicolon, colon, or parentheses to set off text with a stronger break. Examples: nobody could think of anything to do—everybody was stumped; He had waited his whole life for this moment—he finally received his MDiv degree

In bibliographic citations, use three consecutive em dashes to represent the repeated name of the author or editor. Example:

Piper, John. *Desiring God: Meditations of a Christian Hedonist.* New York: Doubleday, 2003.

———. *Don't Waste Your Life.* Wheaton, IL: Crossway, 2003.

RPD.8.7   Quotation Marks

Enclose titles of book chapters; articles in journals, magazines, newspapers, websites, and blogs; theses and dissertations; unpublished papers presented at meetings, and unpublished documents in manuscript collections in quotation marks. However, do not enclose titles of book series, manuscript collections, scriptures, websites, or musical works referred to by their genre in quotation marks.

Normally, place quotation marks immediately after a period or comma.

Place a question mark or exclamation point before an ending quotation mark if they are part of the quoted matter. However, place it after an ending question mark or exclamation point if they apply to the entire sentence in which the quotation appears. Examples: He shouted, "Dr Smith is here!"; Did you hear him say, "Dr Smith is here"?

Place quotation marks immediately before a colon or semicolon. However, if the quotation ends with a colon or semicolon, change it to a period or comma to fit the structure of the main sentence.

Use single quotation marks only for quotations within quotations. Example: In her speech, Mary insisted that "God said to him, 'Do not eat the fruit lest you die.'"

In citations, enclose the names of chapters and articles in quotation marks.

If quotations are more than four lines (block quotations), exclude quotation marks.

RPD.9   Ellipses

Use an ellipsis (three consecutive periods with spaces between them and the text) to indicate omitted text from a quotation. For example: "Love is . . . a steady wish for the loved person's ultimate good as far as it can be obtained."

When using an ellipsis after a grammatically complete sentence, place a period, semicolon, question mark, or exclamation point before the ellipsis. However, place a period, question mark, or exclamation point after an ellipsis when the text omitted precedes that punctuation mark. Examples: "I believe in Christianity as I believe that the sun has risen; . . . because by it I see everything else."; "If the footmen tire you . . . ?"

Do not use an ellipsis at the beginning or end of a quotation.

RPD.10   Parentheses and Brackets

When enclosing a complete sentence in parentheses or brackets, place a period, question mark, or exclamation point before the closing parenthesis or bracket. However, place the period, question mark, or exclamation point outside of the parentheses or brackets when the content in them is within another sentence. Examples: (The source of this translation is the Codex Sinaiticus.); Smith insisted that the early church fathers have much to teach us (even early Christian heretics).

Place a parenthesis immediately before and after a phrase that explains or interrupts a sentence.

For in-text parenthetical citations, enclose an author's name, date, and page numbers in parentheses. In footnotes, place publication information and date in parentheses.

You may place the second parenthesis after numbers or letters in a list or outline.

Use an en dash or parentheses, rather than a comma, to set off content that is less connected to the rest of the sentence.

Use brackets immediately before and after either 1) unquoted words or phrases within a quotation or 2) a parenthetical phrase within a parenthetical phrase.

RPD.11   Numbers

Do not use # as an abbreviation for *number*.

Do not include an apostrophe before the *s* in numbered decades except to show possession. Example: 1980s

Align all decimal points in a table. Always place a number immediately before the period in decimal fractions, even if it is a *0*.

Include all numbers in inclusive dates, roman numerals, and sections or parts of ancient works. Examples: AD 371-372; in the 1930s and 1940s; Benoit, *DJD* II (1961); pls. XCVI–XCVIII; Josephus, *Ant.* 2.233–235

When using a hyphen between inclusive page numbers, beginning repeated numbers may be omitted in the last number. Example: 333-4; 340-51

RPD.11.1   Arabic Numerals

Normally, use Arabic numerals for numbers over one hundred, except for round numbers. However, express large round numbers in a combination of Arabic numerals and words. Examples: hundred; thousand; 2003; million; 50 million; $450 billion

Use Arabic numerals for percentages, decimal fractions, statistical data, numbered steps or stages, numbers in a series, numbers with decimal points, numbers with *%*, Bible books that begin with a number, or spelled-out numbers that have more than two words.

Numbers with four or more digits require commas. However, exclude commas in four-digit page numbers and four-digit years.

Normally, place a zero in front of decimal fractions less than 1.00. Example: 0.03

Form plurals of Arabic numerals by adding an *s* at the end. Examples: 5s; 10s

Refer to centuries using either Arabic numerals or lowercase spelled-out names. Refer to decades using Arabic numerals. Spell out names of the month instead of using Arabic numerals. Use Arabic numerals for the day and year when included with a month, and use the day-month-year format. In the body of the text, spell out the days of the week. For time, spell out increments of an hour, half hour, or quarter hour with a hyphen between parts. When emphasizing exact times, use Arabic numerals. After the number for times, include *a.m.* (ante meridiem or before noon) or *p.m.* (post meridiem or after noon). Examples: 50s; 21st century; twenty-first century; use March 12 instead of 3/12; 6 June 2022; Wednesday; ten-thirty am; 10:35 am

Use whatever form of number is in the original title, whether as Arabic numeral or spelled-out numbers. Except for titles, use Arabic numerals in all citations, even if originally they are in roman numerals or spelled out.

Use Arabic numerals for volume numbers and edition numbers. Examples: *Tertullian, Part Fourth: Minucius Felix: Commodian*; *Origen, Parts First and Second*. Vol. 4; *Theology: The Basic Readings*, 3rd ed.

Except for roman-numeral page numbers in the front matter of books, use Arabic numerals to designate parts or pages of books. For page ranges using Arabic numerals, either use *from* before the first number and use *to* between the first and last numbers or place a hyphen between them. In the latter case, for ranges of numbers over 100, you may abbreviate the second number to include only the number that has changed from the first number. Example: from 1 to 3; between 1 and 3; 1-3; 204-7.

When citing biblical passages with a verse(s), type the abbreviated book of the Bible and a space. Then include Arabic numerals for chapter and verse numbers with a colon between them. Example: Eccl 12:13

Use Arabic numerals in figures or tables for numerical data.

RPD.11.2   Ordinate Numbers

For ordinal numbers, you may use Arabic numerals followed immediately by the last two lower-case letters of the word. Example: 4th

Differentiate male family members with identical full names with roman numerals or Arabic ordinal numerals. Such numerals should have a space between them without a comma, unless the name is inverted as in a bibliography. Examples: Ben Witherington III or Ben Witherington 3rd; Robert L. Hubbard II or Robert L. Hubbard Jr.; Hubbard, Robert L., Jr.; Jeroboam II

Never include ordinal numbers with dates.

RPD.11.3   Spelled-Out Numbers

Spell out all numbers that appear at the beginning of a sentence.

Spell out whole numbers in the text from zero to one hundred and all round numbers followed by hundred, thousand, hundred thousand, or million. Follow this rule for money. However, express large round numbers in a combination of Arabic numerals and words, Examples: ten; ten thousand; dollar; cents; 50 million or $450 billion

If a number has two words, place a hyphen between them. Also omit *and* between spelled-out numbers over one hundred. Examples: twenty-nine; two hundred fifty, not two hundred and fifty

Spell out *percent* except when using many percentage figures, for which *%* is preferred. Examples: 10 percent; 10%, 32%, 45%

Spell out fractions when they are not used with other fractions in the same sentence or paragraph. Also, when spelling out fractions, connect them with a hyphen. Example: 3/4, 5/8, 2/3 (when used in one sentence or paragraph); three-fourths (no other fraction in the sentence or paragraph)

Refer to centuries using either Arabic numerals or lowercase spelled-out names. Refer to decades using Arabic numerals. Spell times of day in increments of an hour, half hour, or quarter hour with a hyphen between them. If necessary for clarity, specify in the morning, in the afternoon, or in the

evening. Also, spell out noon and midnight. When emphasizing exact times, use Arabic numerals. Examples: 21st century; twenty-first century; 1850s; quarter till ten; ten-thirty in the morning; 10:35 am

Spell out and capitalize numbers when they appear before the names of churches. Example: First Baptist Church

RPD.11.4   Roman Numerals

Use lower case roman numerals to refer to page numbers that are in roman numerals in the original. Examples: vi; xxxi

Use capital roman numerals after the name of kings, queens, emperors and pope (if they have this designation). Example: Jeroboam II; Pope John Paul II

Differentiate male family members with identical full names with roman numerals or Arabic ordinal numerals or with abbreviated names. Such numerals or abbreviations should have a space between them without a comma, unless the name is inverted as in a bibliography. Examples: Ben Witherington III or Ben Witherington 3rd; Robert L. Hubbard II or Robert L. Hubbard Jr.; Hubbard, Robert L., Jr.

Never abbreviate the last page inclusive number when using roman numerals. Example: v-vii

RPD.11.5   Time and Dates

Use *AD* before the year number and *BC, CE,* or *BCE* after the year number. Examples: AD 70; 4 BCE

Refer to centuries using either Arabic numerals or lowercase spelled-out names. Refer to decades using Arabic numerals. Examples: 21st century; twenty-first century; 1850s

Use lower case letters for seasons. Examples: spring; winter; fall; summer

Spell out names of the month instead of using Arabic numerals. Use Arabic numerals for the day and year when included with a spelled-out month, and use the day-month-year format. Example: 3 March 2024 not 3/3/24

Spell out the days of the week.

Spell out increments of an hour, half hour, or quarter hour with a hyphen between parts. If necessary for clarity, specify in the morning, in the afternoon, or in the evening. Spell out *noon* and *midnight*. Examples: ten-thirty in the morning; 10:35 a.m. 12 o'clock noon

When using exact time, use Arabic numerals followed by *a.m.* (ante meridiem or before noon) or *p.m.* (post meridiem or after noon). Example: 10:35 am

RPD.12   Abbreviations

Use abbreviations for terms used frequently in the text. Give the full term the first time it appears, followed by the abbreviation in parentheses. For subsequent references to this term, use the abbreviation. Example: first use Septuagint (LXX), in subsequent references use LXX

Do not abbreviate first names. Example: Clive S. Lewis, not C. S. Lewis

Differentiate male family members with identical full names with roman numerals or Arabic ordinal numerals or with abbreviated names. Such numerals or abbreviations should have a space between them without a comma, unless the name is inverted as in a bibliography. Examples: Robert L. Hubbard II or Robert L. Hubbard Jr.; Hubbard, Robert L., Jr.

In footnotes, use *ed.* for *editor* or *edited by* and *trans.* for *translator* or *translated by*. In bibliographic citations, abbreviate *editor* to *ed,* when it follows a name, but spell out *Edited by* or *Translated by* when they precede a name.

In footnotes, always use *vol.* for *volume.* In bibliographic citation, use *Vol.*

The plural of an abbreviation of *editor* should be *eds.*, but the singular and plural of an abbreviation of *translator* is always *trans.*

For plurals of abbreviations ending in periods, place the *s* before the period. Example: Drs.; bks.

RPD.12.1   Abbreviations for Books of the Old and New Testaments and Apocrypha

When referring to whole chapters or books of the Bible, spell out the name of the books.

When citing biblical passages with a verse(s) in parenthetical citations and footnotes, type the following abbreviated book of the Bible and followed by a space. Then include Arabic numerals for chapter and verse numbers with a colon between them.

Old Testament	OT	Habbakuk	Hab
Genesis	Gen	Zephaniah	Zeph
Exodus	Ex	Haggai	Hag
Leviticus	Lev	Zachariah	Zach
Numbers	Num	Malachi	Mal
Deuteronomy	Deut	New Testament	NT
Joshua	Josh	Matthew	Matt
Judges	Jud	Mark	Mark
Ruth	Ruth	Luke	Luke
1 Samuel	1 Sam	John	John
2 Samuel	2 Sam	Acts of the Apostles	Acts
1 Kings	1 Kg	Romans	Rom
2 Kings	2 Kg	1 Corinthians	1 Cor
1 Chronicles	1 Chron	2 Corinthians	2 Cor
2 Chronicles	2 Chron	Galatians	Gal
Ezra	Ezra	Ephesians	Eph
Nehemiah	Neh	Philippians	Phil
Esther	Est	Colossians	Col
Job	Job	1 Thessalonians	1 Thess
Psalms	Ps	2 Thessalonians	2 Thess
Proverbs	Prov	1 Timothy	1 Tim
Ecclesiastes	Eccl	2 Timothy	2 Tim
Song of Solomon	Song	Titus	Tit
Isaiah	Isa	Philemon	Phile
Jeremiah	Jer	Hebrews	Heb
Lamentations	Lam	James	Jam
Ezekiel	Ezek	1 Peter	1 Pet
Daniel	Dan	2 Peter	2 Pet
Hosea	Hos	1 John	1 Jn
Joel	Joel	2 John	2 Jn
Amos	Amos	3 John	3 Jn
Obadiah	Obad	Jude	Jude
Jonah	Jon	Revelation	Rev
Micah	Mic		
Naham	Nah		

RPD.12.2 Abbreviations for Bible Versions, Translations, and Editions

Spell out the version cited on the first occurrence, but this is not necessary in subsequent citations.

American Standard Version	ASV	New Revised Standard Version	NRSV
Authorized (King James) Version	AV	Old Greek	(O)G
English Standard Version	ESV	Old Latin	OL
Hebrew Bible	HB	Qumran Literature (Dead Sea Scrolls)	QL
Holman Christian Standard Bible	HCSB	Revised Standard Version	RSV
Septuagint	LXX	Revised Version	RV
Masoretic Text	MT	Today's English Version	TEV
New American Standard Bible	NASB	Vulgate	Vg
New International Version	NIV	Vetus Latina	VL
New King James Version	NKJV		

RPD.12.3 Abbreviations for States and Provinces

Alabama	AL	Illinois	IL
Alaska	AK	Indiana	IN
Arizona	AZ	Iowa	IA
Arkansas	AR	Kansas	KS
California	CA	Kentucky	KY
Colorado	CO	Louisiana	LA
Connecticut	CT	Maine	ME
Delaware	DE	Maryland	MD
Florida	FL	Manitoba	MB
Georgia	GA	Massachusetts	MA
Hawaii	HI	Michigan	MI
Idaho	ID	Minnesota	MN
Mississippi	MS	Utah	UT
Missouri	MO	Vermont	VT
Montana	MT	Virginia	VA
Nebraska	NE	Washington	WA
Nevada	NV	West Virginia	WV
New Hampshire	NH	Wisconsin	WI
New Jersey	NJ	Wyoming	WY
New Mexico	NM		
New York	NY	Alberta	AB
North Carolina	NC	British Columbia	BC
North Dakota	ND	New Brunswick	NB
Ohio	OH	Newfoundland & Labrador	NL
Oklahoma	OK	Nova Scotia	NS
Oregon	OR	Nunavut	NU
Pennsylvania	PA	Ontario	ON
Rhode Island	RI	Prince Edwards Island	PE
South Carolina	SC	Quebec	QC
South Dakota	SD	Saskatchewan	SK
Tennessee	TN	Yukon	YT
Texas	TX		

RPD.12.4 Abbreviations for Eras

Anno Domini (in the year of our Lord)	AD
Before Christ	BC
Before the Common Era	BCE

RPD.12.5 Abbreviations for Academic Degrees

Artium Baccalaureus = Bachelor of Arts	AB
Artium Magister = Master of Arts	AM
Bachelor of Arts	BA

Bachelor of Divinity	BC
Bachelor of Fine Arts	BFA
Bachelor of Music	BM
Bachelor of Science	BS
Divinitatis Baccalaureus = Bachelor of Divinity	DB
Divinitatis Doctor or Doctor of Divinity	DD
Doctor of Ministry	DMin
Doctor of Education	EdD
Juris Doctor = Doctor of Law	JD
Litterarum Humaniorum Doctor = Doctor of Humanities	LHD
Litterarum Doctor = Doctor of Letters	LittD
Legum Baccalaureus = bachelor of laws	LLB
Legum Doctor = Doctor of Laws	LLD
Master of Arts	MA
Master of Business Administration	MBA
Master of Fine Arts	MFA
Master of Science	MS
Medicineae Doctor = Doctor of Medicine	MD
Philosophiae Baccalaureate = Bachelor of of Philosophy	PhB
Philosophiae Doctor = Doctor of Philosophy	PhD
Scientiae Baccalaureate = Bachelor of Science	SB
Scientiae Magister = Master of Science	SM
Sacrae Theologiae Baccalaureus = Bachelor of Sacred Theology	STB

RPD.12.6   Abbreviations for Professional Titles

Use the following abbreviations before the person's full name.

Doctor	Dr.		Reverend	Rev.
Father	Fr.		Senator	Sen.
Governor	Gov.		Sister	Sr.
President	Pres.		Saint	St.
Representative	Rep.			

RPD.12.7   Abbreviations in Citations and Other Scholarly Contexts

Abridged, abridgement	abr.	Example	ex.
Anonymous	anon.	Exempli Gratia, for example	e.g.
Appendix	app.	Especially	esp.
Association	assn.	*Et alii* or *et aliia*, and others	et al.
		Et cetera, and so forth	etc.
Bibliography	bibliog.		
Book	bk.	Figure	fig.
Born	b.	File Transfer Protocol	ftp
		Fragment	frag
Chapter	chap.		
Circa, about, approximately	ca.	Hypertext Transfer Protocol	http.
Compact Disc	CD		
Compiler, compiled by	comp.	*Ibidem*, in the same place	ibid.
Confer, compare	cf.	*Idem*, tht same	id.
Continued	cont.	*Id est*, that is	i.e.
		Illustrated, illustration, illustrator	ill.
Dictionary	dict.	International	intl.
Died	d.	Introduction	intro.
Digital object identifier	DOI		
Dissertation	diss	Miscellaneous	misc.
Division	div	Manuscript, manuscripts	MS, MSS
Digital Object Identifier	DOI		
Digital Video Disc	DVD	National	natl.
Editor, edition, edited by	ed.	No Date	nd.
Enlarged	enl.	No Place, no publisher, no page	np.

Note	n.(pl.nn.)	Series	ser.
Number	no.	Section	sec.
		Singular	sing.
Organization	org.	Supplement	supp.
		Synonym, synonymous	syn.
Page, pages	p. (pl. pp.)		
		Translated by, translator	trans.
Personal Communication	pers. comm.		
		University	univ.
Paragraph	para.	Uniform Resource Locator	URL
Part	pt.		
Pseudonym	pseud.	Verse, *verso*, right	v. (pl. vv.)
Publication, publisher, published by	pub.	Videlicet, namely	viz.
		Volume	vol
Reprint	repr.		
Revised, revision, revised by; review, reviewed by	rev.		

RPD.12.8   Abbreviations for Scholarly Works

American Baptist Quarterly	ABQ
American Historical Review	AHR
American Journal of Archaeology	AJA
American Journal of Theology	AmJT
American Theological Library Association	ATLA
Anchor Bible	AB
Anchor Bible Dictionary	ABD
Ancient Near Eastern Texts Relating to the Old Testament	ANET
Anglican Theological Review	AThR
Ante-Nicene Fathers	ANF
Apollos Old Testament Commentary	ApOTC
Archaeology and Biblical Studies	ABS
Archaeology in the Biblical World	ABW
Asbury Theological Journal	AsTJ
Ashland Theological Journal	ATJ
Baker Commentary on the Old Testament Wisdom and Psalms	BCOTWP
Baker Exegetical Commentary on the New Testament	BECNT
Baker Encyclopedia of the Bible	BEB
Bauer, Walter, William F. Arndt, F. Wilbur Gingrich, and Frederick W. Danker. Greek-English Lexicon of the New Testament and Other Early Christian Literature	BAGD
The Bible and Its Reception	BibleRec
Bible Review	BRev
The Bible Translator	BT
Biblia Hebraica	BHK
Biblia Hebraica Stuttgartensia	BHS
Biblical Archaeology Review	BAR
Biblical Illustrator	BI
Biblical Research	BR
Biblical Theology Bulletin	BTB
The Biblical World: A Dictionary of Biblical Archaeology	BW
Bibliotheca Sacra	BSac
Black's New Testament Commentaries	BNTC

Blass, Friedrich, Albert Debrunner, and Robert W. Funk. A Greek Grammar of the New   BDF
   Testament and Other Early Christian Literature

Books and Religion   B&R

Brown, Francis, S. R . Driver, and Charles A. Briggs. A Hebrew and English Lexicon   BDB
   of the Old Testament

Bulletin for Biblical Research   BBR

Calvary Baptist Theological Journal   CBTJ
Calvin Theological Journal   CTJ
Cambridge Bible Commentary   CBC
Catholic Biblical Quarterly   CBQ
Christian Century   ChrCent
Christianity and Literature   ChrLit
Church History   CH
Concordia Commentary   ConcC
Concordia Theological Monthly   CTM
Concordia Theological Quarterly   CTQ
Criswell Theological Review   CTR
Crux   Crux

Danker, Frederick W., Walter Bauer, William F. Arndt, and F. Wilbur Gingrich.   BDAG
   Greek-English Lexicon of the New Testament and Other Early Christian Literature

The Dead Sea Scrolls Concordance   DSSC
Dictionary of Biblical Interpretation   DBI
Dictionary of Biblical Theology   DBT
Dictionary of Christ and the Gospels   DCG
Dictionary of Christian Biography   DCB
Dictionary of Jesus and the Gospels   DJG
Dictionary of New Testament Background   DNTB
Dictionary of the Later New Testament and Its Developments   DLNT
Dictionary of Paul and His Letters   DPL
Dissertation Abstracts   DissAb

Eerdmans Critical Commentary   ECC
Eerdmans Dictionary of the Bible   EDB
Encyclopedia of Early Christianity   EEC
The Encyclopedia of Judaism   EJud
Encyclopedia of Religion   ER
Encyclopedia of Religion and Ethics   ERE
Encyclopedia of the Bible and Its Reception   EBR
Encyclopedia of the Dead Sea Scrolls   EDSS
Encyclopedia of the Early Church   EECh
Evangelical Quarterly   EvQ
Exegetical Dictionary of the New Testament   EDNT

Flavius Josephus: Translation and Commentary   FJTC

HarperCollins Bible Dictionary   HBD
Harper's Bible Commentary   HBC
Harper's New Testament Commentaries   HNTC
Harvard Theological Review   HTR
Harvard Theological Studies   HTS

Hatch, Edwin, and Henry A. Redpath. Concordance to the Septuagint and Other Greek Versions of the Old Testament. 2 vols.	HRCS
The Hebrew and Aramaic Lexicon of the Old Testament	HALOT
Holman Bible Dictionary	HolBD
International Critical Commentary	ICC
International Encyclopedia of the Social Sciences	IESS
International Exegetical Commentary on the Old Testament	IECOT
International Standard Bible Encyclopedia	ISBE
Interpretation	Int
Interpretation: A Bible Commentary for Teaching and Preaching	IBC
Interpreter's Bible	IB
The Interpreter's Dictionary of the Bible	IDB
Irish Theological Quarterly	ITQ
Jerome Biblical Commentary	JBC
Jerusalem Bible	JB
Jewish Bible Quarterly	JBQ
The Jewish Encyclopedia	JE
Journal for the Scientific Study of Religion	JSSR
Journal for the Study of the New Testament	JSNT
Journal for the Study of the Old Testament	JSOT
Journal of Biblical Literature	JBL
Journal of Christian Theological Research	JCTR
Journal of the American Academy of Religion	JAAR
Journal of the Bible and Its Reception	JBRec
Journal of the Evangelical Theological Society	JETS
Keil, Carl Friedrich, and Franz Delitzsch. Biblical Commentary on the Old Testament	K&D
Levant	Levant
Liddell, Henry George, Robert Scott, Henry Stuart Jones. A Greek- English Lexicon	LSJ
Loeb Classical Library	LCL
The Master's Seminary Journal	MSJ
New American Commentary	NAC
New Bible Dictionary	NBD
New Catholic Encyclopedia	NCE
New Century Bible	NCB
New International Commentary on the New Testament	NICNT
New International Commentary on the Old Testament	NICOT
New International Dictionary of Biblical Archaeology	NIDBA
New International Dictionary of New Testament Theology	NIDNTT
New International Dictionary of Old Testament Theology and Exegesis	NIDOTTE
New International Greek Testament Commentary	NIGTC
The New Interpreter's Bible	NIB
New Interpreter's Dictionary of the Bible	NIDB
The New Jerome Biblical Commentary	NJBC
New Testament Abstracts	NTA
New Testament Studies	NTS
Nicene and Post-Nicene Fathers, Series 1	NPNF1

Nicene and Post-Nicene Fathers, Series 2	NPNF2
The NIV Theological Dictionary of New Testament Words	TDNTW
Novum Testamentum	NovT
Old Testament Abstracts	OTA
Old Testament Essays	OTE
Old Testament Library	OTL
Old Testament Studies	OTS
Oxford Classical Dictionary	OCD
Presbyterion	Presb
Princeton Seminary Bulletin	PSB
Reformed Theological Review	RTR
Review and Expositor	RevExp
Review of Biblical Literature	RBL
Scottish Journal of Theology	SJT
Smyth & Helwys Bible Commentary	SHBC
Society for New Testament Studies Monograph Series	SNTSMS
Society for Old Testament Studies Monograph Series	SOTSMS
Society of Biblical Literature	SBL
Southwestern Journal of Theology	SwJT
St. Vladimir's Theological Quarterly	SVTQ
Themelios	Them
The NIV Theological Dictionary of New Testament Words	TDNTW
Theological Dictionary of the New Testament	TDNT
Theological Dictionary of the Old Testament	TDOT
Theological Lexicon of the New Testament	TLNT
Theological Lexicon of the Old Testament	TLOT
Theological Wordbook of the Old Testament	TWOT
Trinity Journal	TJ
Trinity Theological Journal	TTJ
Tyndale Bulletin	TynBul
Tyndale New Testament Commentaries	TNTC
Tyndale Old Testament Commentaries	TOTC
Westminster Commentaries	WC
Westminster Dictionary of the Bible	WDB
Westminster Theological Journal	WTJ
The Women's Bible Commentary	WBC
Word and World	WW
Word Biblical Commentary	WBC
Zondervan Pictorial Encyclopedia of the Bible	ZPEB

RPD.13   Enumerated Lists

Three items - Include the list in the body of the text. Begin each item with an Arabic number in parentheses followed by a space. Separate them by a comma (or semicolon when appropriate) and

space, and include *and* or *or* between the last two entries. Example: (1) agape, (2) phileo, and (3) storge

Four or more items - Use an enumerated list. Introduce the list with a complete sentence followed by a colon. Insert one empty line before and after the list but line between each item. Start the list one and a half inches from the left side of the page. Begin each item with a bullet or Arabic numeral (followed by a period and space). If items are complete sentences, capitalize the first letter of the first word and end them with a period. Otherwise, use lowercase letters and no period.

If the list has up to nine items, the numbers should be one inch from the left side of the page. If the list has more than nine items, the double-digit numbers should begin one inch from the left side of the page and the periods of all numbers should be aligned.
Example: God revealed the Ten Commandments to Moses:
1. You shall have no other gods before Me.
2. You shall make no idols.
3. You shall not take the name of the Lord your God in vain.
4. Keep the Sabbath day holy.
5. Honor your father and your mother.
6. You shall not murder.
7. You shall not commit adultery.
8. You shall not steal.
9. You shall not bear false witness against your neighbor.
10. You shall not covet.

RPD.14   Quotations and Block Quotations

When quoting a passage that is up to four lines, enclose the exact words in the text in quotation marks.

Quotations that are more than four lines are called block quotations. Place all the text one and a half inches from the left side of the page, and exclude quotation marks. When introducing the quotation with a phrase, end the sentence with a comma. When introducing it with a complete sentence, end it with a colon. Include one empty line before and after block quotations but not between the lines of the quotation.

Indicate a change in the first letter of the first word in a quotation from capital to lowercase or from lowercase to capital by putting the altered letter in brackets. Example: "[P]eople who would be happy in heaven if Christ were not there, will not be there."

If you need to insert text into a quotation for clarity or correction, enclose the insertions in brackets. Example: "If you live today, you breath [sic] in nihilism. [Without the Church] I would be the stinkingest logical positivist you ever saw right now."

When you place quotation marks around a passage that already includes content with question marks, change the internal quotation marks to single quotation marks. Example: "Jesus said, 'Follow Me,' and I will make you catch men."

Place a question mark or exclamation point before an ending quotation mark if they are part of the quotation. However, place them after an ending quotation mark if they apply to the entire sentence in which the quotation appears. Examples: He shouted, "Dr Smith is here!"; Did you hear him say, "Dr Smith is here"?

Use ellipsis dots (three periods in a row with a space before, between, and after the periods) to indicate the omission of a word, phrase, or sentence at the middle or end of quotations. Example:

"[P]eople who would be happy in heaven if Christ were not there, will not be there . . . . If we don't want God above all things, we have not been converted by the gospel."

For quotations, you may omit a final period or change it to a comma, when appropriate. If it ends in a colon or semicolon, you may omit it or change it to a period or comma. However, conclude all block quotations with a punctuation mark - followed by a footnote number.

When spelling or grammar errors occur in quotations, type *[sic]* after the errors. Example: "If you live today, you breath [sic] in nihilism. [Without the Church] I would be the stinkingest logical positivist you ever saw right now."

RPD.15   Figures

Use figures for charts, graphs, diagrams, photographs, maps, drawings, etc.

Place figures after the first reference to them in the text and as closely to them as possible, even if this breaks up a sentence.

In the text, refer to all figures as *figure [x]*. Number figures and tables separately. You may use the abbreviation *fig.* or *figure.*

Center figures between the right and left edge of the page (it should not be wider than one inch from the edges of the page).

Include two empty lines before and after the figure, unless it takes up a full page.

On the line below the figure, include the word *Figure* one inch from the left edge of the page followed by a space, an Arabic numeral (begin with 1), and a period. After a space, include the title of the figure (if there is one) and a closing period. After a space, include any other explanation of the figure - capitalize the initial letter of the first word, use symbols and abbreviations, and end each statement with a period. These should all be in 10 points Times New Roman font. If the name or explanation is wider than the figure, continue it on the next line without a line between them. Example: See Figure 2 under Bibliography

If the figure takes up the entire page or is in landscape orientation, center it between the top, bottom, left, and right side of the page and exclude any regular text on the page. If using landscape, put the left side at the bottom of the page. Include a page number on this page.

If the figure is longer than one page, continue it on the next page and repeat the figure number and title followed by *(continued)*. For tables, rename all labels so the reader does not need to refer to the previous page.

RPD.16   Tables

Use tables for raw data, statistical findings, and displaying textual lists. Example:
Table 2. Annotators' agreement (Pearson correlation) for the six emotions

(a) Anger				(b) Disgust				(c) Fear			
	#2	#3	#4		#2	#3	#4		#2	#3	#4
#1	.28	.68	.55	#1	.47	.74	.57	#1	.37	.60	.35
#2		.34	.39	#2		.45	.53	#2		.41	.28
#3			.58	#3			.56	#3			.46
(d) Happy[a]				(e) Sad				(f) Surprise			
	#2	#3	#4		#2	#3	#4		#2	#3	#4

#1	.42	.83	.62	#1	.40	.59	.47	#1	.18	.50	.17
#2		.40	.53	#2		.39	.46	#2		.18	.40
#3			.62	#3			.53	#3			.20

Source(s): Data from Adam Tsakalidis, et al., "Building and evaluating resources for sentiment analysis in the Greek language." *Language Resources & Evaluation* 52 (2018): 1021–1044.
[a] Annotators agreed about happiness more than the other emotions surveyed.

In the text, refer to all tables as *table [x]*. Number figures and tables separately. Do not abbreviate *table.* If the name is wider than the table, continue it on the next line without an empty line between them. Place tables after the first reference to them in the text and as closely to them as possible, even if this breaks up a sentence.

Center tables between the right and left edge of the page (it should not be wider than one inch from the edges of the page).

Include two empty lines before and after the table, unless it takes up a full page.

On the line above the table, include the word *Table* one inch from the left edge of the page followed by a space, an Arabic numeral (begin with 1), and a period. After a space, include the title of the without a closing period. These should all be in 10 points Times New Roman font. If the name or explanation is wider than the table, continue it on the next line without an empty line between them.

Insert a full horizontal line after the table's title, column heads, and body of the table.

When using nouns to label entries in the left column, capitalize them. Align each entry in columns with the column labels. Use Arabic numerals for all numerical data in tables.

On the line after the table, include the word *Source(s):* one inch from the left edge of the page, followed by a space, the source text, and a period. Information from this source note does not need to go into the bibliography unless cited elsewhere in the paper.

If there is a note about the entire table, include the word *Note:* on the next line one inch from the left edge of the page, followed by a space, capitalized note text, and a period.

If there is a note about a specific section of the table, use a nine point Roman Times font and designate the note with a lowercase superscript both in the table and in the note itself. Begin the note on the next line one inch from the left edge of the page with the same superscript letter, followed by a space and the note. The first word begins with a capital letter. If there is more than one such note, use superscript letters in sequential order beginning at the upper left of the table, moving left to right, and then downward row by row.

If the table takes up the entire page or is in landscape orientation, center it between the top, bottom, left, and right edges of the page and exclude any regular text on the page. If using landscape, put the left side at the bottom of the page. Include a page number on this page.

If the table is longer than one page, continue it on the next page and repeat the table number and title followed by *(continued)*. Rename all column headings so the reader does not need to refer to the previous page.

Footnotes and Bibliography (FAB)

This section gives instructions and examples on the style of footnotes and the bibliography of your research paper. The previous section gives instructions and examples on the form and style

for your title page, page numbers, and subheadings. The last section contains other details about your paper.

The general order for all types of sources in footnotes and bibliography is author, title, and facts of publication.

Cite footnotes in text with a superscription Arabic numeral and a space without a period, but cite footnotes at the bottom of the page with an Arabic numeral (not superscription) followed by a period and space.

End the citation with a period.

Include the entire citation the first time it appears in a footnote and in the bibliography in their forms. For subsequent footnotes of the same sources, abbreviate the citation to include the author, shortened title (if more than four words), and page number(s).

FAB.1   **Footnotes**

The footnote must begin at the bottom of the same page in which it was referred.

After the last line of the text and before the footnote, place one empty line followed by a one and a half inch solid separator line.

Start footnotes with Arabic numerals one and a half inch from the left edge of the page. After a period and space, begin the content of the footnote.

The second and subsequent lines of the footnote should be one inch from the left margin. There should be no lines between the first and second or subsequent lines of the footnote, but place one empty line between footnotes.

Usually, the parts of footnote citations are separated by a comma and a space, in contrast to bibliographic citations which parts are separated by a period and a space.

After the footnote number, include the authors' first name followed by a space, middle initial and period (if available), and last name. Next, normally type the title as it appears in the original work. After a space, include the publication information (usually place of publication, publisher, and publication date) in parentheses followed by a comma, space, and page numbers (when appropriate).

Always end footnotes with a period.

When including a comment statement with a citation, place the statement after the citation and a space. When including a quotation in a citation, place it a space and citation.

Footnotes should always end one inch above the bottom of the page. You may continue a footnote on the bottom of the next page under the separator line one inch from the left edge of the page.

13. Edward Schillebeeckx, *The Schillebeeckx Reader*, ed., Robert Schreiter (New York: Crossroad, 1987), 315.

FAB.1.1   **Referring to Footnotes in the Text**

In the body of your text, place the superscript number (without an ending period) at the end of a clause or sentence. When at the end of a sentence, place the number immediately after the punctuation mark (including the closing quotation mark or parenthesis).

Do not include more than one superscript number at the end of a clause or sentence. Instead, group the separate citations into a single footnote and separate citations with semicolons.

Number footnotes consecutively beginning with *1*.

FAB.1.2   Subsequent Shortened Footnotes

Use *Ibid.* when citing a source that is the same as the immediate preceding note. If the citation includes a page number, type it after *Ibid.*, comma, and space. Example: Ibid., 33.

When citing a source that has been cited in the paper but is not the same as the immediate preceding note, include an abbreviated form of the sources in subsequent footnotes that includes the author's last name, comma, space, and page number(s) or the author's last name, comma, and space followed by the shortened title, comma, space, and page number(s) (be consistent throughout your paper).

    16. Edward Schillebeeckx, *The Schillebeeckx Reader*, ed., Robert Schreiter (New York: Crossroad, 1987), 315.

    17. Ibid., 320.

    27. Schillebeeckx, 335.

The Garden of Eden functions as an intermediary state which necessitated the creation process to reach its full cycle. If indeed the story of creation is concluded in Gen 2:25 then, to use Stordalen's words,

> The qualitative deficiency of 2:5 is 'over-solved' in the garden, which enjoys both water and a working gardener. The spatial task, however, is "under-solved" as long as the solution occurs only in the garden and not in the "land."[27]

The Garden of Eden, as Naidoff suggests, functioned as a womb to express the growing fullness of creation.[28] The garden was an intermediary state to allow for creation to reach its full cycle. The initial lack of humanity to "work" the ground is resolved by the transportation of humanity back to the ground out of which it was taken.

The first creation narrative and the second creation narrative both end in separation. From the macrocosmic perspective of Gen 1:1-2:4a, the creation culminates with God resting on his "holy" or "set apart" (קדשׁ) day. Thus, from the first creation narrative's perspective, creation comes to an end with God having separated himself from humanity—God's dwelling is in heaven, his throne room, whereas, humanity is an inhabitant of the earth as a representative of God. From the second creation narrative perspective, the creation process ends with humanity separated from God by its expulsion from the Garden of Eden, the archetypal sanctuary. The garden-temple functioned as a locus from within which the creation process matures in the service of the rest of creation. The expulsion of humanity is thus the climax of the creation process as humanity is received by the ground

_____

27. Stordalen, "Man, Soil, Garden," 17.

28. Bruce D. Naidoff, "A Man to Work the Soil: A New Interpretation of Genesis 2–3," JSOT 5 (1978): 4.

Figure 4. Adopted from Hulisani Ramantswana, "Humanity Not Pronounced Good: Humanity's Death within the Scope of God's Very Good Creation in Light of Genesis 2-3." *Old Testament Essays* 26, No. 3 (2013): 805.

FAB.2   **Bibliography Page**

Always include a bibliography, and start it on a separate page. Only include resources in your bibliography that you have cited in your footnotes.

Omit the following from the bibliography: the Bible and other sacred works, book and public performance reviews, newspaper articles, blog and social media posts, interviews and personal communications, artworks and public performances, and legal documents.

Normally separate the parts of bibliographic citations with a period and a space, in contrast to footnotes in which parts are separated by a comma and a space.

Type the authors' last names, comma, and space followed by the first name, space, and middle initial with an ending period (if available). After a space, type the title as it appears in the original work followed by the place of publication (normally a city followed by a colon, space, and state), publisher, comma, space, and publication date without parentheses.

Always end bibliographic citations with a period.

FAB.2.1   **Spacing of a Bibliography Page**

Center BIBLIOGRAPHY one inch from the top of the page and place two empty lines after this word.

Begin each bibliography entry one inch from the left edge of the page and the second and all subsequent lines one and a half inches from the left edge of the page.

There should be no lines between the first and second or subsequent lines of the bibliography, but place one empty line between citations.

FAB.2.2   **Alphabetical Order**

List each bibliographic citation in alphabetical order by the last name of the author or editor or the first word of the title (if there is no author or editor). Alphabetize names as they appear rather than as if they were spelled out. Example: Alphabetize as St. John not as Saint John.

For subsequent entries with the exact same author or editor name(s), in place of the author or editor names, type three consecutive em dashes next to each other followed by a period, space, and title (see RPD.8.6). For edited or translated works, put a comma and *ed.* or *trans.* after the three em dashes. Alphabetize those entries by title (ignoring beginning *A, An*, and *The*).

After works by the same author(s) or editor(s), list the works by the same author(s) and the co-author or co-editor. If there are works with different co-authors or co-editors, list them by the co-author's or co-editor's last name.

FAB.3   **Examples of Footnotes and Corresponding Bibliography Entries**

FAB.3.1   **Books or eBooks**

Ebooks - Cite ebooks that are identical to print books (such as those in pdfs) as print books. For ebooks that are not identical to print books, cite the format consulted, such as a DOI (preferred) or URL, Apple Book edition, Kindle edition, Ebook Central edition, or Adobe Digital editions.

11. John R. R. Tolkien, *Two Towers* (Boston: Houghton Mifflin Co., 1982), 398-400.

Tolkien, John R. R. *Two Towers.* Boston: Houghton Mifflin Co., 1982.

12. Robert A. Sungenis, ed., *Not by Scripture Alone: A Catholic Critique of the Protestant Doctrine of Sola Scriptura* (Goleta, CA: Queenship Publishing Co., 1998), 201-210.

Sungenis, Robert A., ed., *Not by Scripture Alone: A Catholic Critique of the Protestant Doctrine of Sola Scriptura*. Goleta, CA: Queenship Publishing Co., 1998

13. Alister E. McGrath, *Theology: The Basic Readings*, 3rd ed. (Hoboken, NJ: Wiley Blackwell, 2017). doi:10.1002/9781119158196.

McGrath, Alister E. *Theology: The Basic Readings*, 3rd ed. Hoboken, NJ: Wiley Blackwell, 2017. doi:10.1002/9781119158196.

14. Lee Strobel, *The Case for Christ: A Journalist's Personal Investigation of the Evidence for Jesus*, Expanded ed. (Grand Rapids, MI: Zondervan, 2016), Kindle edition, ch. 4, "The Corroborating Evidence."

Strobel, Lee. *The Case for Christ: A Journalist's Personal Investigation of the Evidence for Jesus*, Expanded ed. Grand Rapids, MI: Zondervan, 2016. Kindle edition.

FAB.3.1.1   Books with Authors or Editors

FAB.3.1.1.1   Books with One Author or Editor

In footnotes, type the author's name in natural order as it appears on the title page, immediately followed by a comma and space. If there is more than one initial in a name, include them and follow each with a period and space. For an editor in place of an author, include a comma and space followed by *ed.,*.

In bibliographic citations, type the last name of the author first, followed by a comma and space before the first name. If there is no middle initial, follow this with a period and space. If there is a middle initial, type it followed by a period and space. If there is more than one initial in a name, include them and follow each with a period and space. For an editor in place of an author, include a period, comma, and space followed by *ed.*

9. Garrett Green, *Imagining Theology: Encounters with God in Scripture, Interpretation, and Aesthetics* (Grand Rapids: Baker Academic, 2020), 215.

12. Green, *Imagining Theology*, 218.

Green, Garrett. *Imagining Theology: Encounters with God in Scripture, Interpretation, and Aesthetics.* Grand Rapids, MI: Baker Academic, 2020.

16. Allister E. McGrath, ed., *The Christian Theology Reader*, 5th ed. (Oxford: Blackwell Publishers, 2016), 60.

21. McGrath, *The Christian Theology Reader*, 61.

McGrath, Allister E., ed. *The Christian Theology Reader*. 5th ed. Oxford: Blackwell Publishers, 2016.

FAB.3.1.1.2   Books with Multiple Authors or Editors

In footnotes, include up to three authors' or editors' names in natural order and in the order they appear on the title page, with a comma and space after all but the last author cited. For more than one editor, include a comma and space followed by *eds.*Type *and* between the last two authors' or editors' names and end with a comma. For more than three names, give the first name of the author or editor and a space followed by *et al.*

In bibliographic citations, include all authors' or editors' names in the order they appear on the title page. Type the first author's or editor's last name, followed by a comma and space before the first name of that author or editor. If there is no middle initial, end with a period and a space, but if there is a middle initial insert a space followed by the middle initial, period, and space. Type the last name of the first author or editor, followed by comma, space, first name, and a comma. When there are only two authors or editors, place *and* between them, and the second author or editor should be in natural order. When there are more than two authors or editors, place a comma and space after it followed by all but the last author or editor in natural order with a comma and space after them. Before the last author or editor, type *and* followed by a space and that author or editor in natural order.

    1. Mark Branson and Juan F. Martinez, *Churches, Cultures and Leadership: A Practical Theology of Congregations and Ethnicities* (Downers Grove, IL: IVP Academic, 2011), 201.

    10. Branson and Martinez, *Churches, Cultures and Leadership*, 209.

Branson, Mark, and Juan F. Martinez. *Churches, Cultures and Leadership: A Practical Theology of Congregations and Ethnicities*. Downers Grove, IL: IVP Academic, 2011.

    30. William W. Klein, Craig L. Blomberg, and Robert L. Hubbard Jr. *Introduction to Biblical Interpretation*, 3rd ed. (Grand Rapids, MI: Zondervan Academic, 2017), 77-78.

    33. Klein, Blomberg, and Hubbard, *Introduction to Biblical Interpretation*, 88-90.

Klein, William W., Craig L. Blomberg, and Robert L. Hubbard Jr. *Introduction to Biblical Interpretation*. 3rd ed. Grand Rapids, MI: Zondervan Academic, 2017.

    18. William S. Barker and Samuel T. Long, eds., *Sermons That Shaped America* (Phillipsburg, NJ: P&R Publishing, 2004), 79.

    31. Barker and Long, *Sermons that Shaped America*, 80-81.

Barker, William S., and Samuel T. Long, eds. *Sermons That Shaped America*. Phillipsburg, NJ: P&R Publishing, 2004.

    10. Quentin J. Schultze et al., *Dancing in the Dark: Youth, Popular Culture and the Electronic Media* (Grand Rapids, MI: William B. Eerdmans, 1991), 301-03.

    11. Schultze et al., *Dancing in the Dark*, 303.

Schultze, Quentin J., Roy M. Anker, James D. Bratt, William D. Romanowski, John W. Worst, and Lambert Zuidervaart. *Dancing in the Dark: Youth, Popular Culture and the Electronic Media*. Grand Rapids, MI: William B. Eerdmans, 1991.

FAB.3.1.1.3   Books with Author Qualifiers

Include suffices (Jr., II, III) if supplied, but not titles (Dr. or Rev.).

In footnotes, type a space after the name of the author followed by the suffix. Then include a comma and space before the rest of the citation. Example: John Hartog II

In bibliographic citations, type a comma and space after the author's first name or middle initial followed by the suffix. Then include a comma unless it comes right before the title. In that case end it with a period. Example: Hartog, John, II

    2. Walter C. Kaiser Jr., and Duane A. Garrett, eds., *NIV Archeological Study Bible: An Illustrated Walk through Biblical History and Culture* (Grand Rapids, MI: Zondervan, 2006), 93.

Kaiser, Walter C., Jr., and Duane A. Garrett, eds. *NIV Archeological Study Bible: An Illustrated Walk through Biblical History and Culture*. Grand Rapids, MI: Zondervan, 2006.

FAB.3.1.1.4   Books with No Author

If there is no author on the book cover or title page, start the citation with the title.

> 3. *Zondervan NASB Exhaustive Concordance* (Grand Rapids, MI: Zondervan Publishing House, 2000), 1316.

Zondervan NASB Exhaustive Concordance. Grand Rapids, MI: Zondervan Publishing House, 2000.

FAB.3.1.1.5   Books with Authors and Editors and/or Translators

In footnotes, type the name of the author(s) in natural order as it appears on the title page. Then include a comma and space. After the title and a comma, type *ed.* (never *eds.*) or *trans.* followed by the name of the editor(s) or translator(s) in natural order (treat a compiler as an editor). If there is an editor and a translator, include both in the order in which they appear on the title page. Type a comma and a space between them and a space after the second one.

In bibliographic citations, type the author's last name then first name with a comma and a space between them. If there is no middle initial, include a period and space after the first name. But if there is a middle initial, leave a space after the first name and type the middle initial followed by a period, comma, and space. Include *Edited by* or *Translated by* followed by the first and last name of the editor(s) or translator(s) in natural order and a period (treat a compiler as an editor). If there is an editor(s) and translator(s), include both in the order in which they appear on the title page with a period and a space after each.

> 13. Edward Schillebeeckx, *The Schillebeeckx Reader*, ed., Robert Schreiter (New York: Crossroad, 1987), 315.

Schillebeeckx, Edward. *The Schillebeeckx Reader*. Edited by Robert Schreiter. New York: Crossroad, 1987.

> 10. Claudio Moreschini and Enrico Norelli, *Early Christian Greek and Latin literature: A Literary History*, trans. Matthew J. O'Connell (Peabody, MA: Hendrickson, 2005), 34.

Moreschini, Claudio and Enrico Norelli. *Early Christian Greek and Latin literature: A Literary History*. Translated by Matthew J. O'Connell. Peabody, MA: Hendrickson, 2005.

> 32. Arnold G. Fruchtenbaum, *What the Bible Teaches about Israel: Past, Present, and Future: An Abridged Version of Israelology: The Missing Link in Systematic Theology*, ed., Christiane K. Jurik (San Antonio, TX: Ariel Ministries, 2019), 122-125.

Fruchtenbaum, Arnold G. *What the Bible Teaches about Israel: Past, Present, and Future: An Abridged Version of Israelology: The Missing Link in Systematic Theology*. Edited by Christiane K. Jurik. San Antonio, TX: Ariel Ministries, 2019.

> 39. Edwin Iserloh, Joseph Glazik, and Hubert Jedin. *History of the Church: Reformation and Counter Reformation*, vol. 5, ed. Hubert Jedin and John Patrick Dolan, trans. Anselm Biggs and Peter W. Becker (New York: Crossroad, 1986), 33.

Iserloh, Edwin, Joseph Glazik, and Hubert Jedin. *History of the Church: Reformation and Counter Reformation*. Vol. 5. Edited by Hubert Jedin and John Patrick Dolan. Translated by Anselm Biggs and Peter W. Becker. New York: Crossroad, 1986.

FAB.3.1.2   Books with Title and Subtitle

Type the complete title and subtitle, and italicize them both.

Normally, use the same spelling, capitalization, hyphenation, and punctuation of the title of a book as it appears in the title page.

For book titles in English, capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a, an, the*), coordinating conjunctions (*and, but, or*), and prepositions. Change *&* to *and* and change words with all capitals to upper- and lowercase letters. For book titles in a different language than English, only capitalize the first letter of the first word and proper nouns. Example: *Teología bíblica y sistemática*

Capitalize both words connected by hyphens. Example: Cross-Discussion

If there is a subtitle, type a colon and space after the title and before the subtitle. If there are two subtitles, place a colon and a space between them. However, if the title ends with a question mark, exclude the colon.

Terms quoted in the title should be enclosed in single quotation marks. Example: "The Uncanny Theology of 'A Good Man Is Hard to Find'"

19. Christian Grethlein, *An Introduction to Practical Theology: History, Theory, and the Communication of the Gospel in the Present*, trans., Uwe Rasch (Waco, TX: Baylor University Press, 2016), 235-241.

Grethlein, Christian. *An Introduction to Practical Theology: History, Theory, and the Communication of the Gospel in the Present*. Translated by Uwe Rasch. Waco, TX: Baylor University Press, 2016.

32. Arnold G. Fruchtenbaum, *What the Bible Teaches about Israel: Past, Present, and Future: An Abridged Version of Israelology: The Missing Link in Systematic Theology*, ed., Christiane K. Jurik (San Antonio, TX: Ariel Ministries, 2019), 122-125.

Fruchtenbaum, Arnold G. *What the Bible Teaches about Israel: Past, Present, and Future: An Abridged Version of Israelology: The Missing Link in Systematic Theology*. Edited by Christiane K. Jurik. San Antonio, TX: Ariel Ministries, 2019.

3. Grace Valentine, *Is It Just Me? Learning to Trust God in the Middle of Hurts, Doubts, and Fears* (Nashville, TN: Thomas Nelson, 2021), 189.

Valentine, Grace. *Is It Just Me? Learning to Trust God in the Middle of Hurts, Doubts, and Fears*. Nashville, TN: Thomas Nelson, 2021.

FAB.3.1.3   Books with Name or Number of the Edition

When citing a new, revised, numbered, or named edition of a book, type a comma and space after the title or subtitle (if any) followed by the appropriate designation. Such a designation is not needed for the first edition. When there is an author and editor, place the editor's name(s) after the edition name or number.

Abbreviate words such as *revised*, *enlarged*, and *volume* as well as numbers in the edition statement. Examples: rev. ed.; rev. ed. in 1 vol.; 3rd ed. rev. and enl.

In footnotes, use the lowercase letters. In bibliographic citations, capitalize the first letter of the first word. Capitalize the first letter of proper nouns in footnotes and bibliographic citations. Examples: Rev. ed., 2nd North American ed.

1. Brian Hebblethwaite, "Natural Theology," in *A Companion to Philosophy of Religion*, 2nd ed., eds., Charles Taliaferro, Paul Draper, and Philip L. Quinn (Malden, MA: Wiley-Blackwell, 2010), 201.

Hebblethwaite, Brian. "Natural Theology." In *A Companion to Philosophy of Religion*, 2nd ed. Edited by Charles Taliaferro, Paul Draper, and Philip L. Quinn. Malden, MA: Wiley-Blackwell, 2010.

7. Daniel L. Akin, ed., *A Theology for the Church*, rev. ed. (Nashville, TN: B&H Academic, 2014), 501.

Akin, Daniel L., ed. *A Theology for the Church*, Rev. ed. Nashville, TN: B&H Academic, 2014.

10. Stuart G. Hall, *Doctrine and Practice in the Early Church*, 2nd North American ed. (Eugene, OR: Cascade Books, 2011), 52-53.

Hall, Stuart G. *Doctrine and Practice in the Early Church*, 2nd North American ed. Eugene, OR: Cascade Books, 2011.

If the edition you cited was published after the original edition or is a current printing of a classic work, include both the original and current edition dates.

In footnotes, place the original date after the first publication parenthesis and followed by a semi-colon, space, *repr.*, then a comma and space.

In bibliographic citations, type the original date after the title, followed by a period, space, *Reprint,* period, and space.

93. Edward Payson, *Sermons for Christian Families: On the Most Important Relative Dutie*s (1832; repr., Birmingham, AL: Solid Ground Christian Books, 2009), 55.

Payson, Edward. *Sermons for Christian Families: On the Most Important Relative Duties*. 1832. Reprint. Birmingham, AL: Solid Ground Christian Books, 2009.

FAB.3.1.4   Books with the Name of a Series with Series Number (if any)

Books in a series loosely share a theme. Compare with Multivolume books (FAB 3.1.3.3).

Do not italicize the series title. Omit *The* from the beginning of the series title. Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a, an, the*), coordinating conjunctions (*and, but, or*), and prepositions. Use standardized series titles when available (see RPD 12.8). If there is a series number, type a space after the series title before typing the series number (only an Arabic numeral). Omit the editor's name of the series.

For footnotes, type a comma and a space between book title and series title. For bibliographic citations, include a period and a space between book title and series title.

9. Chris Bruno, Jared Compton, and Kevin McFadden, *Biblical Theology According to the Apostles: How the Earliest Christians Told the Story of Israel*, New Studies in Biblical Theology 52 (Downers Grove, IL: InterVarsity Press, 2020), 198.

Bruno, Chris, Jared Compton, and Kevin McFadden. *Biblical Theology According to the Apostles: How the Earliest Christians Told the Story of Israel*. New Studies in Biblical Theology 52. Downers Grove, IL: InterVarsity Press, 2020.

23. Christopher M. Blumhofer, *The Gospel of John and the Future of Israel*, Society for New Testament Studies Monograph Series 177 (Cambridge: Cambridge University Press, 2020), 230-233.

Blumhofer, Christopher. *The Gospel of John and the Future of Israel.* Society for New Testament Studies Monograph Series 177. Cambridge: Cambridge University Press, 2020.

FAB.3.1.5   Books with Publication Information

Normally, include the place of publication, the publisher's name, and the publication date.

In footnotes only, enclose the publication in parentheses.

Place of Publication

List the city of the publisher's main editorial office followed by a comma, space, and abbreviation for state, province, or territory. However, if the city is well known, you may omit the state, province, or territory abbreviation. (See RPD.12.3)

When a publisher's name includes the state, province, or territory name, omit the state, province, or territory abbreviation.

If there is more than one location listed, include only the first one.

If the place of publication is unknown, include *n.p.* in footnotes and *N.p.* in bibliographies.

Include a colon and space after the place of publication.

Publisher's Name

Type the publisher's name followed by a comma and space.

If there is more than one publisher, include them both with their locations. Include a semicolon and a space between them. Example: Boston: Brill; Grand Rapids, MI: Eerdmans

You may abbreviate the publisher's name in citations. However, when using it in text, type it exactly as it appears on the title page.

For books published before the 20th century, omit the publisher's name.

Omit the initial *The* and corporate names or abbreviations which appear after the publisher's name. Example: Inc., Co., Company, or Publishing Co.

Generally exclude the initials in a publisher's name. Example: Eerdmans rather than Wm. B. Eerdmans

Use an *&* instead of *and* when it appears in a publisher's name. Example: Wipf *&* Stock).

Publication Date

The publication date is usually the copyright date.

If there is more than one day listed, include the most recent date.

If the date is unknown, include "n.d." in place of the year.

In footnotes, end the date with a parenthesis and comma. In bibliographic citations, end the date with a period.

FAB 3.1.6   Books with Multivolumes - Including Commentaries

Books in a multivolume set are like one book that is divided into more than one volume, because they contain too much content for one volume. Compare with Names of Series (FAB.3.2.6).

Specific Volume with an Author or Editor of a Volume in a Multivolume Set That Has a General Editor

In footnotes, type the author of the specific volume in natural order followed by a comma and space. Then type the italicized title of the volume, comma, and another space. Type *vol. x of* and space followed by the italicize multivolume set title. After a comma and space, type *ed.* and a space followed by the editor's name(s) and a space.

In bibliographies, list each volume cited in the bibliography separately. Type the last name, comma, space, first name, and middle initial (if any) followed by a period and space. Then type the italicized title of the volume followed by a period and space. Include *Vol. [x] of* and a space followed by the italicized multivolume set title. After a period and space, include *Edited by*, followed by the editor's name(s), period, and space.

> 10. James H. Cone, *For My People: Black Theology and the Black Church*, vol. 1 of *The Bishop Henry McNeal Turner Studies in North American Black Religion*, ed. James H. Cone (Maryknoll, NY: Orbis Books, 1984), 51.

Cone, James H. *For My People: Black Theology and the Black Church*. Vol. 1 of *The Bishop Henry McNeal Turner Studies in North American Black Religion*. Edited by James H. Cone. Maryknoll, NY: Orbis Books, 1984.

For citing a chapter in a multivolume work, see FAB.3.1.9.

Specific Volume with an Author or Editor in a Multivolume Set without a General Editor

In footnotes, type the author(s) or editor(s) of the specific volume in natural order followed by a comma. If there is an editor(s) instead of an author(s), include one space followed by *ed.* or *eds.* followed by a comma, space, and italicized multivolume set title. Normally, type a space unless there is an edition name or number. In that case, include a comma and space after the multivolume set title and the edition name or number. If there is a volume number, include a comma and space after the edition name or number. Then type *vol. x* followed by a space.

In bibliographies, list each volume cited in the bibliography separately. Type the last name, comma, space, first name, and middle initial (if any). Normally, follow this with a period and space, unless there is an editor instead of an author. In that case, place a period and space after the editor(s) and type *ed.* or *eds.* followed by the italicize multivolume set title. Usually, include a period and space. But if there is an edition name or number, include a comma and space after the multivolume set title followed by the edition name or number and a space. If there is a volume number, include a comma and space after the edition name or number. Then type *Vol. x* followed by a period and space.

> 20. Hans Dieter Betz, Don Browning, Bernd Janowski, and Eberhard Jüngel, eds., *Religion Past and Present: Encyclopedia of Theology And Religion (Nat-Pes)*, 4th English ed., vol. 9 (Boston: Brill, 2010), 303.

Betz, Hans Dieter, Don Browning, Bernd Janowski, and Eberhard Jüngel, eds. *Religion Past and Present: Encyclopedia of Theology And Religion (Nat-Pes)*, 4th English ed., Vol. 9. Boston: Brill, 2010.

Commentaries

In footnotes, type the author(s) or editor(s) in natural order, followed by a comma and space. Then include the italicized title, comma, and space. Next, type the series title (not italicized) followed by a space and series number. Do not include the editor(s) of the series.

In bibliographies, type the last name of the author(s) or editor(s) followed by a comma, space, the first name of the author(s) or editor(s), space, and middle initial (if any) followed by a period. Include the italicized title and a period and space. Next, type the series title (not italicized) followed by a space and series number. End with a period.

30. James D. G. Dunn, *Romans 1-8*, Word Biblical Commentary 38 (Grand Rapids, MI: Zondervan Academic, 2017), 57-59.

Dunn, James D. G. *Romans 1-8*. Word Biblical Commentary 38. Grand Rapids, MI: Zondervan Academic, 2017.

FAB.3.1.7   Books of Different Types

FAB.3.1.7.1   Books as Scripture and Classical Works

Scripture

Only refer to scripture in the text or in parentheses (immediately after the text where the scripture is cited) rather than in the Bibliography.

When citing scripture, include the abbreviation of the book in the Bible followed by the chapter, a colon, space, and the verse number(s).

When citing from the same Bible version throughout your paper, include the following information in footnotes after citing a verse or passage the first time: *Unless otherwise noted, all Scripture quotations are from the* followed by a space and the abbreviation of the Bible book name (see RPD.12.2). When referring to a version different from this one, include the abbreviation of that version in parentheses after the verse or passage.

According to Romans 6:4[7]. . . as Paul wrote later in Colossian 3:1.

We died with Christ (Rom. 6:4). . . as Paul wrote later (Col. 3:1 KJV).

7. Unless otherwise noted, all Scripture quotations are from the NIV.

Classical Books

Only refer to classical books in the text or in footnotes rather than in the Bibliography.

Cite classical books by numbered lines and sections instead of page numbers.

After the author, include a comma and space before the title. After a space, place the line or section number. Separate numerical divisions by a period without a space.

When the classical book is part of a larger set, include in parentheses the italicized name of the set, a space, and the numbered lines and sections.

When citing a translator, include the translator's last name in parentheses after the citation. You may include the series in which the citation appears after a comma and space.

30. Aristotle, *Metaphysics* 3.2.996b5-8.

31. Milton, *Paradise Lost*, book 1, lines 83-86.

32. Assembly of Divines at Westminster, *Westminster Shorter Catechism* Q&A 1.

33. Manilius, *Astronomica* (Goold, Loeb Classical Library).

34. *Against the Sabellians* 2 (*Ante Nicene Fathers* 7:367-368).

35. Gregory Nazianzen, *One the Son* 29.3 (*Nicene and Post-Nicene Fathers* 7:301-302).

Cite Aquinas' Summa Theologica differently than other classical books.

33. Aquinas, *Summa Theologica* I-II, q. 1, a. 3, ad 2.

This means the first part or half of the second part, question 1, article three, reply to the second objection. For a more detailed explanation, see [Citing the Summa Theologiæ of St. Thomas Aquinas](#).

FAB.3.1.7.2 Books as Dictionaries, Lexicons, and Encyclopedias

Well-known dictionaries, lexicons, and encyclopedias need only be cited in footnotes.

Less well-known dictionaries, lexicons, and encyclopedias in footnotes and the Bibliography like you would cite an article or chapter in a book.

In footnotes, in natural order type the name of the author who wrote the entry. If there is no middle initial, include a comma and space after the name. But if there is a middle initial, leave a space after the name and type the middle initial followed by a period and comma. After a space, type the cited word(s) being defined or explained and a comma within quotation marks. After a space, type *in* followed by the italicized title of the book.

In bibliographic citations, type the last name of the editor followed by the first name. If there is no middle initial, include a period and space after the first name, but if there is a middle initial leave a space after the first name and type the middle initial followed by a period and comma. After a space, include the italicized title of the book.

2. Francis Brown, S. R. Driver, Charles A. Briggs, and Wilhelm Gesenius, "כָּבַשׁ," in *The New Brown, Driver, Briggs, Gesenius Hebrew and English Lexicon* (Peabody, MA: Hendrickson Publishers, 1979), 461.

3. Edward Lipiński, "שׁמשׁ," in *Theological Dictionary of the Old Testament,* vol. 15, ed. Holger Gzella, trans. Mark. E. Biddle (Grand Rapids, MI: William B. Eerdmans Publishing Company, 2018), 305-312.

5. Lipiński, "כָּבַשׁ," TDOT 15:312.

Gzella, Holger, ed. *Theological Dictionary of the Old Testament,* vol. 15. Translated by Mark. E. Biddle. Grand Rapids, MI: William B. Eerdmans Publishing Company, 2018.

4. Margaret B. Adam and A. K. M. Adam, "Discipleship," in *The Oxford Encyclopedia of the Bible and Ethics*, vol. 1, ed. Robert L. Brawley (New York: Oxford University Press, 2014), 181-186.

Brawley, Robert L., ed., *The Oxford Encyclopedia of the Bible and Ethics*, Vol. 1. New York: Oxford University Press, 2014.

FAB.3.1.7.3 Books as Dissertations and Theses

In footnotes, type the author's name in natural order followed by a comma and space. Include the title and comma in quotation marks. After a space, include the following information in parentheses: the degree and type of work (e.g., Ph.D. diss., M.A. thesis,), the institution that

granted the degree, and the year, all separated by commas and spaces. After a comma and space, include the page number(s) followed by a period. When accessing the dissertation or thesis online, replace the ending period with a comma and space followed by a URL or database and period.

For bibliographic citations, type the author's last name followed by a comma, space, and the first name. If there is no middle initial, end with a period and a space, but if there is a middle initial insert a space followed by the middle initial, period, and space. Include the title and period in quotation marks. Then type a space, the degree and type of work (e.g., Ph.D. diss., M.A. thesis), the institution that granted the degree, and the year, all separated by commas and spaces and end with a period. When accessing the dissertation or thesis online, type a space, URL or database, and a period.

19. Brian Malley, "The Bible among American Bible Believers: An Anthropological Analysis" (Ph.D. diss., University of Michigan, 2002), 64-65.

Malley, Brian. "The Bible among American Bible Believers: An Anthropological Analysis." Ph.D. diss., University of Michigan, 2002.

20. Tyler J. Christiansen, "Experience Matters: Preaching and Generation Me." (D.Min. diss., Garrett-Evangelical Theological Seminary, 2014), ProQuest Dissertations & Theses A&I.

Christiansen, Tyler J. "Experience Matters: Preaching and Generation Me." M.Div. diss., Garrett-Evangelical Theological Seminary, 2014. ProQuest Dissertations & Theses A&I.

FAB.3.1.8   Books That Are Reviewed

Untitled Book Review of One Book

In footnotes, place the author of the review in natural order. If there is no middle initial, include a comma and space after the name, but if there is a middle initial leave a space after the name and type the middle initial followed by a period, comma, and space. Place *review of* in front of the italicized title of the book being reviewed followed by a comma and space. Next type *by* followed by a space and the author of the book in natural order. After a comma and space, type the italicized periodical title followed by a space and the volume number. After a comma and space, type *no.* followed by a space and issue number. After a space, type the publication date in parentheses. After a colon and space, type the page number(s) being cited followed by a period.

In bibliographies, type the last name followed by a comma, space, and first name. If there is no middle initial, include a period and space after the first name, but if there is a middle initial leave a space after the first name and type the middle initial followed by a period and space. Type *Review of* in front of the italicized title of the book being reviewed. After typing the title, comma, and space, type the author of the book in natural order, followed by a period and a space. Include the volume number, followed by a comma and space. Type "no." followed by a space, issue number, and space. Type the publication date in parentheses followed by a colon. After a space, type the page number(s) of the entire article followed by a period.

11. Matthew Mason, review of *The Culture of Theology,* by John Webster, *Studies in Christian Ethics* 34, no. 1 (2021): 139.

Mason, Matthew. Review of *The Culture of Theology,* by John Webster. *Studies in Christian Ethics* 34, no. 1 (2021): 137-140.

Titled Book Review of One Book

Follow the instructions for citing an untitled book review above, except type the title of the book review and a comma in quotation marks. After a space, type *review of* before the title of the book

being reviewed in footnotes and *Review of* before the title being reviewed in bibliographic citations.

12. Nancy Sylvester, "New Book Urges Us to Face Dark Night of Our Times," review of *Desire, Darkness, and Hope: Theology in a Time of Impasse*, ed. Laurie Cassidy, M. Shawn Copeland, and Brian McDermott. *National Catholic Reporter*, 29 October 2021, 15, Gale In Context: Opposing Viewpoints.

Sylvester, Nancy. "New Book Urges Us to Face Dark Night of Our Times." Review of *Desire, Darkness, and Hope: Theology in a Time of Impasse*. Edited by Laurie Cassidy, M. Shawn Copeland, and Brian McDermott. *National Catholic Reporter*, 29 October 2021, 15, Gale In Context: Opposing Viewpoints.

Review of More Than One Book

Treat these like regular articles (FAB.3.2) except place *Review Article:* before the title of the article within the quotation marks.

12. Gary M. Burge, "Review Article: The Lost World Series," *Calvin Theological Journal* 56, no. 2 (2021): 329, AtlaSerials, Religion Collection.

Burge, Gary M. "Review Article: The Lost World Series." *Calvin Theological Journal* 56, no. 2 (2021): 329–33. AtlaSerials, Religion Collection.

FAB.3.1.9   Books with a Chapter, Article, or Essay to Cite

In footnotes, type the author's name(s) in natural order followed by a comma and space. Add the first quotation mark, and the title of the chapter, article, or essay, followed by a comma before the last quotation mark. After a space, type *in* and another space, followed by the italicized title of the book. After typing a comma, space, and *ed.,*, include the editor's name(s) in natural order followed by a space.

In bibliographies, type the author's last name first, followed by the first name. If there is no middle initial, include a period and space after the first name. But if there is a middle initial, leave a space after the first name and type the middle initial followed by a period, comma, and space. Next include the first quotation mark and title of the chapter, article, or essay followed by a period before the last quotation mark. After a space, type *In* and another space, followed by the italicized title of the book and a comma. After a space, type *Edited by* followed by the editor's name(s) in natural order.

1. William M. Marsh, "Scripture and Tradition," in *Historical Theology for the Church*, ed., Jason G. Duesing and Nathan A. Finn (Nashville, TN: B & H Publishing Group, 2021), 172.

Marsh, William M. "Scripture and Tradition." In *Historical Theology for the Church*. Edited by Jason G. Duesing and Nathan A. Finn, 161-184. Nashville, TN: B & H Publishing Group, 2021.

Chapter within a Multivolume Work

In footnotes, include the author(s) or editor(s) followed by a comma and space. For editors, type *ed.,* after the editor's name then a space. Place the chapter title followed by a comma in quotation marks. After a space, type *in* and another space. Include the italicized title of the book followed by a space and the publication information in parentheses. After a comma and space, type the volume number followed by a colon and page number. End with a period.

In bibliographies, type the author's or editor's last name followed by a comma and space. For authors, type the first name and a space followed by a middle initial (if there is one). End the name with a period and space. For editors, type *, ed.* and space before the chapter title and period in quotation marks. After a space, include *Pages* followed by a space and the first and last pages of the chapter. After a space, include *in Vol. x of* followed by a space and the italicized title of the book. After a period and space, include the publication information followed by a period.

> 2. Lawrence J. Johnson, ed., "John Chrysostom," in *Worship in the Early Church* (Collegeville, MN: Liturgical Press, 2009), 2:171.

Johnson, Lawrence J., ed. "John Chrysostum." Pages 171-212 in Vol. 2 of *Worship in the Early Church*. Collegeville, MN: Liturgical Press, 2009.

Chapter within a Titled Volume in a Multivolume Work

In footnotes, type the author, editor, or translator in natural order followed by a comma and space. For editors or tranlastors, type *ed., or trans.,* after the editor's or translator's name then a space. Then type the chapter title followed by a comma in quotation marks. Include *in* followed by a space, the italicized volume title, comma, and space. Next place *vol. X of* and a space before the title of the multivolume work.

In bibliographies, type the last name of the author, editor, or translator followed by a comma and space. For authors, type the first name and a space followed by a middle initial (if there is one). End the name with a period and space. For editors or translators, type *, ed.* or *, trans.* and space before the chapter title and period in quotation marks. After a space, type *Vol. x of* before the title of the multivolume work.

> 3. Frederick Crombie, trans., "Origen," in *Tertullian, Part Fourth: Minucius Felix: Commodian; Origen, Parts First and Second*, vol. 4 of *Ante-Nicene Fathers: The Writings of the Fathers Down to AD 325*, ed., Alexander Robers, James Donaldson, and A. Cleveland Cox (Peabody, MA: Hendrickson, 1885), 246.

Crombie, Frederick, trans., "Origen." Pages 221-688 in *Tertullian, Part Fourth: Minucius Felix: Commodian; Origen, Parts First and Second*. Vol. 4 of *Ante-Nicene Fathers: The Writings of the Fathers Down to AD 325*. Edited by Alexander Robers, James Donaldson, and A. Cleveland Cox. Peabody, MA: Hendrickson, 1885.

FAB.3.2   Articles

FAB.3.2.1   Journal Articles

Journals are for a scholarly or professional audience. They often include the word "journal" in the title and usually include footnotes and bibliographies.

> 5. David A. DeSilva, "Paul's Sermon in Antioch of Pisidia," *Bibliotheca Sacra* 151 (Jan.-March 1994): 32-49.

DeSilva, David A. "Paul's Sermon in Antioch of Pisidia." *Bibliotheca Sacra* 151 (Jan.-March 1994): 32-49.

> 7. Sarah Hammerschlag, "Believing in the USA: Derrida, Melville and the Great American Charlatan," *Political Theology* 21, no. 1–2 (2020): 56-57, https://doi.org/10.1080/1462317X.2019.1685761.

Hammerschlag, Sarah. "Believing in the USA: Derrida, Melville and the Great American Charlatan." *Political Theology* 21, no. 1–2 (2020): 56–70. https://doi.org/10.1080/1462317X.2019.1685761.

3. Kyle C. Dunham, "The Role of Biblical Creationism in Presuppositional Apologetics," *Detroit Baptist Seminary Journal* 25 (2020): 20-23, AtlaSerials, Religion Collection.

Dunham, Kyle C. "The Role of Biblical Creationism in Presuppositional Apologetics." *Detroit Baptist Seminary Journal* 25 (2020): 3–29. AtlaSerials, Religion Collection.

FAB.3.2.1.1   Journal Articles Author

In footnotes, type the name of the author(s) in natural order as it appears on the article followed by a comma.

In bibliographies, type the last name of the author(s), followed by a comma and space before the first name. If there is no middle initial, end the first name with a period and a space. However, if there is a middle initial, type a space after the first name, the middle initial, period and space. If there is more than one initial in a name, include them and follow each with a period and space.

FAB.3.2.1.2   Journal Articles Title

Include the complete article title and subtitle (if any) and enclose them in quotation marks. Separate the title and subtitle with a colon and a space unless the title ends with a question mark or exclamation mark.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a, an, the*), coordinating conjunctions (*and, but, or*), and prepositions.

Terms quoted in the title should be enclosed in single quotation marks. Example: "The Uncanny Theology of 'A Good Man Is Hard to Find'"

In footnotes, place a comma before the closing quotation mark, and in bibliographies place a period before the closing quotation mark.

FAB.3.2.1.3   Journal Title

Include the title as it appears on the article, cover, or website. However, omit *The* from the beginning of a journal title. Use standardized titles of journals when available (see RPD.12.8).

Italicize the name of the journal.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions.

The first time a journal title appears in a footnote, include the entire journal title (but omit *The* from the beginning). When the same journal title appears in subsequent footnotes, abbreviate it.

FAB.3.2.1.4   Journal Articles Volume and Issue Numbers

For the volume number, place an Arabic numeral after the name of the journal followed by a space. If there is an issue number, type a comma immediately after the volume number followed by *no.* After a space, type the issue number.

FAB.3.2.1.5   Journal Articles Date

Enclose the year in parentheses. If there is no issue number, include the capitalized month or season (if available) in the parentheses before the year. Examples: (Summer 2019), (December 2020)

FAB.3.2.1.6   Journal Articles Page Numbers

Place an en dash (see RPD.8.6) between consecutive page numbers, but include a comma and space between page numbers that are not consecutive.

In footnotes, type the number of the page(s) cited.

In bibliographies, include all the page numbers of the article

FAB.3.2.1.7   Journal Articles Online Location

For online journals articles, include a URL, DOI, or database name after the citation.

If a URL is included with the article or the permalink in the search results, use one of these instead of the one in the browser address bar. If necessary, break the URL before or after an equal sign or ampersand. Another option is to break it before a single slash or any punctuation mark or symbol. Never add a hyphen to indicate a break in a URL.

If a DOI is included with the article, place *https://doi.org/* before the DOI number.

In footnotes, place a comma and space before the URL, DOI, or database name and a period at the end.

In bibliographic citations, place a period and space before the URL, DOI, or database name and a period at the end.

FAB.3.2.2   Magazine Articles

Magazines are for a general audience and usually do not contain footnotes or bibliographies.

Include citations to magazine articles only in the footnotes.

> 3. Jennifer Wallace, "Shifting Ground in the Holy Land," *Smithsonian* 37, May 2006, 59. Points of View Reference Center.
> 4. Wallace, "Shifting Ground in the Holy Land," 63.

FAB.3.2.2.1   Magazine Articles Author

In footnotes, type the name of the author(s) in natural order as it appears on the article followed by a comma and space.

In bibliographies, type the last name of the author(s), followed by a comma and space before the first name. If there is no middle initial, end the first name with a period and a space. However, if there is a middle initial, type a space after the first name, the middle initial, a period, and space. If there is more than one initial in a name, include them and follow each with a period and space.

FAB.3.2.2.2   Magazine Articles Title

Include the complete article title and subtitle (if any) and enclose them in quotation marks. Separate the title and subtitle with a colon and a space unless the title ends with a question mark or exclamation mark.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions.

Terms quoted in the title should be enclosed in single quotation marks. Example: "The Uncanny Theology of 'A Good Man Is Hard to Find,'"

In footnotes, place a comma before the closing quotation mark, and in bibliographies place a period before the closing quotation mark.

FAB.3.2.2.3   Magazine Title

Include the title as it appears on the article, cover, or magazine website. However, omit *The* from the beginning of a magazine title.

Italicize the name of the magazine and capitalize each important word.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions.

FAB.3.2.2.4   Magazine Articles Date

Cite magazines by date only, even if they are numbered by volume and issue.

Include the complete date without parentheses.

In footnotes, end with a comma and space before page numbers, but in bibliographic citations, end with a period.

FAB.3.2.2.5   Magazine Articles Page Numbers

In footnotes, type the page number(s) cited (if they are known) after the date, comma, and space. End with a period.

Place an en dashes (see RPD.8.6) between consecutive page numbers, but include a comma and space between page numbers that are not consecutive.

FAB.3.2.2.6   Magazine Articles Online Location

When accessing magazine articles online, include the URL or database name at the end of the citation. Use a "permalink" rather than a URL when available. Place a comma and space before the URL or database name. Place a period at the end.

   4. Philip Jenkins, "The Next Christianity," *Atlantic*, October 2002, 53–68. Academic Search Complete.

Jenkins, Philip. "The Next Christianity." *Atlantic*, October 2002. Academic Search Complete.

FAB.3.2.3   Newspaper Articles

Include newspaper citations in footnotes but not in bibliographies.

   3. Ruth Graham, "For Evangelical Women, an Electrifying Presence with Biblical Authority," *New York Times*, March 12, 2021, A20.

FAB.3.2.3.1   Newspaper Articles Author

Type the author's name(s) (if known) in natural order followed by a comma and space.

FAB.3.2.3.2   Newspaper Articles Title

Include the complete article title and subtitle (if any) and enclose them in quotation marks. Separate the title and subtitle with a colon and a space unless the title ends with a question mark or exclamation mark.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions.

Terms quoted in the article title should be enclosed in single quotation marks. Example: "The Uncanny Theology of 'A Good Man Is Hard to Find,'"

Place a comma before the closing quotation mark.

FAB.3.2.3.3   Newspaper Title

Include the title as it appears on the front page of the newspaper or newspaper website followed by a comma and space. However, omit *The* from the beginning of a newspaper title.

Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions.

Italicize the name of the newspaper.

If the title of a local newspaper does not include the name of the city, you may include the name of the city as if it were the beginning of the title. If the name of the newspaper is shared by many cities or is obscure, add the state, province, or country in parentheses after the name. Examples: *Long Island Newsday*, *Register-Guard* (Northwestern United States)

FAB.3.2.3.4   Newspaper Articles Date

Cite newspapers by date only.

Include the complete date without parentheses after the newspaper title after a comma and date. End with a period.

FAB.3.2.3.5   Newspaper Articles Page Numbers

Omit page numbers.

FAB.3.2.3.6   Newspaper Articles Online Location

When accessing newspaper articles online, include the URL or database name at the end of the citation. Use a "permalink" rather than one URL when available. Place a comma and space before the URL or database name. Place a period at the end.

13. Daniel Pipes, "Christianity Dying in Its Birthplace," *New York Sun*, September 13, 2005, https://www.nysun.com/foreign/christianity-dying-in-its-birthplace/19937/.

22. Harry Bruinius, "Biden, Warnock, and the Resurgence of the Liberal Christian," *Christian Science Monitor*, February 17, 2021, https://www.csmonitor.com/USA/Politics/2021/0217/ Biden-Warnock-and-the-resurgence-of-the-liberal-Christian.

FAB.3.3 Papers Presented at Meetings of Professional Societies

This citation is from the text of the paper normally distributed at the meeting, rather than the publication of the text into a book or article.

In footnotes, type the presenter's name(s) in natural order followed by a comma and space. Include the title of the presentation in quotation marks. Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions. After a space, type the first parenthesis followed by *paper presented at the* and the name of the sponsoring group or organization. (See below for an example of recording of the paper.) After a comma and space, include the city where the meeting was held followed by a comma, space, and abbreviated state (see RPD.12.3). After a comma and space, include the date, closing parenthesis, comma, and space. End with the page number(s) and a period.

In bibliographies, type the last name of the presenter(s) followed by a comma and space before the first name. If there is no middle initial, end the first name with a period and space. However, if there is a middle initial, type a space after the first name, the middle initial, period, and space. If there is more than one initial in a name, include them and follow each with a period and space. Then type the title of the presentation and a period in quotation marks. Capitalize the first letter of the first and last word, proper nouns, and important words, but do not capitalize articles (*a*, *an*, *the*), coordinating conjunctions (*and, but, or*), and prepositions. After a space, put the type *Paper presented at the* and the name of the sponsoring group or organization. (See below for an example of recording of the paper.) Type a comma and space followed by the name of the city and abbreviated state name (see RPD.12.3) of the meeting with a comma and space between them. After another comma and space, type the date and a period.

      30. Donald T. Williams, "The Trinity in the Theology of C. S. Lewis" (paper presented at the annual meeting of the Evangelical Theological Society, Fort Worth, TX, November 16, 1995), 2.

Williams, Donald T. "The Trinity in the Theology of C. S. Lewis." Paper presented at the annual meeting of the Evangelical Theological Society. Fort Worth, TX, November 16, 1995.

      35. Michael S. Horton, "Rediscovering the Holy Spirit and the Future of Pneumatology in Theology" (mp3 recording of a session held at the annual meeting of the Evangelical Theological Society, Denver CO, November 14, 2018).

Horton, Michael S. "Rediscovering the Holy Spirit and the Future of Pneumatology in Theology." Mp3 recording of a session held at the annual meeting of the Evangelical Theological Society, Denver CO, November 14, 2018.

      31. Susan Niditch, "Oral Culture and Written Documents" (paper presented at the Annual Meeting of the New England Region of the SBL, Worcester, MA, March 25, 1994), 13–17.

      35. Niditch, "Oral Culture," 14.

Niditch, Susan. "Oral Culture and Written Documents." Paper presented at the Annual Meeting of the New England Region of the SBL. Worcester, MA, March 25, 1994.

FAB.3.4 Lectures and Class Lecture Notes

Lectures are delivered in a non-classroom setting.

Lectures

In footnotes, type the lecturer's name in normal order followed by a comma and space. Then include the title of the lecture and a comma in quotation marks. After a space, include the name of the series (if any) followed by another space. After typing the first parenthesis, include *lecture* then a comma and space. Type the institution or specific place where the lecture was given. After a comma and space, type the city where the class lecture was given, space, and the abbreviated state name (see RPD.12.3). After a comma and space, include the date it was given followed by the second parenthesis. End with a period unless there is a URL - in which case, place a comma, space, URL, and a period.

In bibliographies, type the last name of the lecturer followed by a comma and space before the first name. If there is no middle initial, end the first name with a period and space. However, if there is a middle initial, type a space after the first name, the middle initial, period, and space. Then type the title of the lecture and a period in quotation marks followed by a space. Include the name of the series (if any) followed by a period and space. Type *Lecture* then a comma and space followed by the institution or place where the lecture was given. After a period and space, type the city where the lecture was given followed by a comma, space, and the abbreviated state name (see RPD.12.3). Type a comma, space, and the date it was given. End with a period. If there is a URL, place a space, URL, and a period.

21. Renald E. Showers, "The Bridegroom Comes for the Bride," Staley Lecture Series (lecture, Cedarville University, Cedarville, OH, February 14, 1990), https://digitalcommons.cedarville.edu/staley/1990/schedule/5/.

Showers, Renald E. "The Bridegroom Comes for the Bride." Staley Lecture Series. Lecture, Cedarville University, Cedarville, OH, February 14, 1990. Audio recording. https://digitalcommons .cedarville.edu/staley/1990/schedule/5/.

Class Lecture

There is a difference between citing a personal class lecture and citing the lecturer's classroom notes, as labeled below.

In footnotes, type the lecturer's name in normal order followed by a comma and space. Then include the title of the lecture in quotation marks. After a space, type the first parenthesis and *class lecture* or *class lecture notes* then a comma and space. Type the course number and space before typing the title. Then include a comma, space, and the name of the institution. After a comma and space, type the city where the class lecture was given, space, and the abbreviated state name (see RPD.12.3). After a comma and space, include the date it was given followed by the second parenthesis. After a comma and space type the page number. End with a period unless there is a URL - in which case, place a comma, space, URL, and a period.

In bibliographies, type the last name of the lecturer followed by a comma and space before the first name. If there is no middle initial, end the first name with a period and space. However, if there is a middle initial, type a space after the first name followed by the middle initial, period, and space. Type the title of the lecture and a period in quotation marks followed by a space. Type *Class lecture* or *Class lecture notes* then a comma and space. Include the course number, space, course title, comma, space, and the name of the institution. After a comma and space, type the city where the lecture was given followed by a comma, space, and the abbreviated state name (see RPD.12.3). After a comma and space, include the date the class lecture was given and a period. If there is a URL, place a comma, space, URL, and a period.

10. Chris Miller, "Daniel Part 1" (class lecture, BTGE 2730 Old Testament Literature, Cedarville University, Cedarville, OH, April 19, 2021), https://www.cedarville.edu/media/video/bibleminorclasses/_093YJS8P06ucr-J4j8bLg.

Miller, Chris. "Daniel Part 1." Class lecture, BTGE 2730 Old Testament Literature, Cedarville University, Cedarville, OH, April 19, 2021. https://www.cedarville.edu/media/video/bibleminorclasses/_093YJS8P06ucr-J4j8bLg.

10. Chris Miller, "Daniel Part 1" (class lecture notes, BTGE 2730 Old Testament Literature, Cedarville University, Cedarville, OH, April 19, 2021), 5.

Miller, Chris. "Daniel Part 1." Class lecture notes, BTGE 2730 Old Testament Literature, Cedarville University, Cedarville, OH, April 19, 2021.

FAB.3.5   Video Recordings or Online Videos

Include citations for video recordings or online videos in footnotes but not in bibliographies.

Video Recordings

Include the speaker's name in natural order, followed by a comma, space, and the italicized title. After a space, include the first parenthesis, city of publication, colon, space, and name of the publisher. Then type the publication date followed by the closing parenthesis. After a comma and space include the format (for example, *DVD* or *video*). Then type a comma, space, time in the video recording when what is cited took place, and length of the video recording. End with a period.

2. Peter H. Davids, *A Theology of James, Peter, and Jude: A Video Study: 13 Lessons on Key Issues and Themes* (Grand Rapids, MI: Zondervan, 2017), DVD, 2 hr., 20 min.

Online Videos

Include as much of the following information as possible:
➢ subject of the recording, creator, or interviewer
➢ title of the video in quotation marks
➢ larger work of which it is a part in italics
➢ name of the website
➢ time length of the recording
➢ person or organization who put the recording online
➢ date uploaded
➢ web address

25. Richard Rorty, "Taking Time Seriously: Richard Rorty on Philosophy (1994)," YouTube, video, 31 min., 3 sec., Philosophy Overdose, 2022, https://www.youtube.com/watch?v=zxlHYS4X8r8.

FAB.3.6   Podcasts

Include citations for podcasts in footnotes but not in bibliographies.

Include the speaker's name in natural order then a comma and space. If there is a title of the podcast, include it with a comma in quotation marks and add a space. Type the name of the podcast followed by a comma and space. Then include the date of the podcast followed by *podcast* and a comma. After a space, type the URL and a period.

19. R. Albert Mohler, *The Briefing*, June 30, 2022, podcast, https://albertmohler.com/2022/06/30/Briefing-6-30-22.

20. Dan Darling, "Kelly Kapic on Creaturely Finitude," *The Way Home Podcast*, July 28, 2022, podcast, https://danieldarling.com/2022/07/the-way-home-podcast-kelly-kapic-on-creaturely -finitude/.

FAB.3.7   Websites and Blogs

Cite websites in footnotes, but not in bibliographies.

Include as much information as you can find to make the website or blog findable by others even if the address changes. When possible, include the owner or sponsor of the website or blog, date or date you accessed it, and URL. Place a comma and space between each entry and end with a period after the URL.

If there is an author, type it in normal order followed by a comma and space. If there is no author, type the title of the website or blog followed by a comma in quotation marks.

URLs should be black rather than blue and without underlining. If necessary, break the URL or email address before or after an equal sign or ampersand. Another alternative is to break it before a single slash or any punctuation mark or symbol. Never add a hyphen to indicate a break in a URL.

18. Chris Bruno, "10 Things You Should Know about Biblical Theology," *Crossway*, https://www.crossway.org/articles/10-things -you-should-know-about -biblical-theology/.

21. Jonathan Berger, "Seeking the Acoustic Signature of Transcendence," Art Seeking Understanding, *Templeton Religious Trust*, https://templetonreligiontrust.org/explore/ seeking-the-acoustic-signature-of-transcendence/.

22. Mark Goodacre, "Tahime . . . She's true and not fake!" *NT Blog*, August 24, 2020, https://ntweblog.blogspot.com/2020/08/tahime-shes-true-and-not-fake.html.

FAB.3.8   Interviews

Unpublished Interviews

Cite unpublished interviews in footnotes, but not in bibliographies.

Begin with the name of the person interviewed in natural order followed by a comma and space. Type *interview by* followed by a space and the name of the interviewer in natural order. Include a comma and space followed by the city, comma, space, and abbreviated state (see RPD.12.3). After a comma and space type the date and a period.

2. Daniel Estes, interview by Jeff Gates, Cedarville, OH, February 2, 2021.

Published Interviews

Include cited published interviews in footnotes and bibliographies.

In footnotes, type *Interviewed with* followed by a space and the name of the interviewee in natural order. Then include a description of the topic of the interview and a comma. All of this should be in quotation marks. After a space, include *interviewed by* followed by a space, the name of the interviewer, comma, and space. Include the italicized title of the publication or website, followed by a comma, space, and date of the interview. If there is no URL, place a period after the date. If there is a URL, add a comma and space after the date and include the URL and a period.

In bibliographies, type the last name of the interviewee (even if the name is in the title) followed by a comma and first name. If there is no middle initial, end the first name with a period and

space. However, if there is a middle initial, type a space after the first name. Then include the middle initial, period, and space. Within quotation marks include *Interview with*, space, the name of the interviewee, and a period. After a space, type *Interviewed by* followed by the name of the interviewer, period, and space. Then include the italicized title of the publication or website, followed by a comma, space, date of the interview, and a period. After a space, add the URL (if there is one) and end with a period.

13. "Interview with Tom Schreiner on NT Theology," interviewed by Andy Naselli, *TGC*, August 1, 2008, https://www.thegospelcoalition.org/blogs/justin-taylor/interview-with-tom-schreiner-on-nt/.

Schreiner, Tom. "Interview with Tom Schreiner on NT Theology." Interviewed by Andy Naselli. *TGC*, August 1, 2008. https://www.thegospelcoalition.org/blogs/justin-taylor/interview-with-tom-schreiner-on-nt/.

Book Review Formatting (BRF)

The style for research papers applies for book reviews except where modifications are noted. Remember that the actual content for a book review should meet the specific expectations of the assignment. Unless otherwise instructed, the basic instructions below always apply to the format and style of a book review.

BRF.4.1   Title Page

Format the title page as instructed in RPF.1 above with only one minor modification, i.e., *A Paper* should be changed to *A Book Review.* Do not add *Book Review* to the title or subtitle on the title page.

The "title" on the title page is the title of the book under review in ALL CAPS and italicized. No bibliographic information should be included on the title page.

BRF.4.2   Bibliographic Information on the First Page of Text

The first page of text should feature the full bibliographic citation of the book following the citation guidelines above with two exceptions. Add the number of pages in the book and the retail price of the book.

Vidu, Adonis. *The Same God Who Works All Things: Inseparable Operations in Trinitarian Theology*. Grand Rapids, MI: Eerdmans, 2021. 372 pp. $50.00.

Place this bibliographic citation on the first page of text two inches from the top of the page.

Begin the first line of the citation one inch from the left side of the page and place all subsequent lines one and a half inches from the left side of the page. Also, all subsequent lines should have no blank lines between them.

Place one empty line between the last line of the citation and the first line of text.

BRF.4.3   **Citing Sources in a Book Review**

When citing the book under review, place the page number(s) within parenthetical in-text citations rather than in footnotes.

Place parenthetical in-text citations either after a punctuation mark within a sentence or at the end of a sentence before the ending punctuation mark.

> Vidu contends that trinitarian theology arose due to the scriptural presentation of three sets of activities ascribed to more than one personal referent (i.e., YHWH, Jesus Christ, and the Holy Spirit) as ultimately originating from a single, undifferentiated divine agency (12).

> As Vidu concludes, "We found the doctrine of the incarnation of the Son alone to pose no real difficulty for the doctrine of inseparable operation since the Son doesn't *do* anything different from the other persons in the incarnation. Rather, the whole Trinity actuates this human substance in the person of the Son" (323-24).

When citing other sources that were used to prepare the book review, follow the standard footnoting guidelines and citation examples in this document above. Unless otherwise instructed, book reviews that include one or two additional sources do not need a bibliography. Book reviews that feature more substantial research literature should include a bibliography following the guidelines in the document above.

BRF.4.4   **Divisions of a Book Review**

Typical divisions for a basic book review include: Introduction, Summary, Critical Evaluation, and Conclusion.

Commonly, these divisions are formatted as first-level subheadings (see RPF.2.1). When necessary, use additional subheadings to distinguish other parts of the review.

Remember that priority must be given to the instructions and expectations of the assignment beyond these general formatting guidelines.