

# Guidelines for publications

## Citation within text

### 1. References

(1) Bibliographical references for literature cited should as a general rule be collectively listed at the end of the paper. They should not appear in footnotes.

(2) When a quotation or reference is made within the text of the paper, the author's name, year of publication, and page number should be enclosed in parenthesis ( ) within the text. Please give full digits for cited page numbers.

(Stuart-Fox 1996) (Stuart-Fox 1996, 13) or (Stuart-Fox 1996, 13-14)

The above indicate that one should see the following reference in the references section at the end of the paper.

Stuart-Fox, Martin. 1996. *The Lao Kingdom of Lān Xāng: Rise and Decline*. Bangkok: White Lotus.

(3) Other examples are as follows.

More than one source: (Stubbs 2002; Yu 2003)

Two authors: (Richards and MacKenzie 1998)

More than two authors: (Leisz *et al.* 2005)

Multiple reference in one year: (Kahin 1975a, 15-18)

Chapter in edited book: (Tips 1979, Ch. IV)

(4) Newspapers

If the source is newspaper, please note the title of newspaper and date.

(*Bangkok Kan Muang*, December 25, 2009)

## 2. Ibid.

*Ibid* (with italics) is used when repeating a reference used by the same author immediately after the citation in a second passage close to the same source. There are no intervening quotations. SEAS does not use “*op.cit.*” or “*loc.cit.*”

e.g. (*ibid.*) (*ibid.*, 48-49)

## 3. Italics

The title of books, journals and newspapers should be italicized. Non-English origin terms except for terms that have been incorporated into the English language should also be italicized.

## 4. Brackets

The author should use brackets to insert the English-translation of non-English words, sentences or explanations in quotation from other works. When inserting them in text, please use parentheses.

In Quotations:

[F]armers need to be able to make their voice heard as sustainable ecological agriculture approaches a critical cross roads, [and they] . . . need to be able to understand the issues affecting their livelihood and contend in the debates these issues generate to guarantee that their interests are served.

In Texts:

... reef-fish diving with harpoon, *teripang* (sea slug) gathering...

## 5. Numerals

Please spell out numbers less than ten. Authors need not necessarily spell out numbers in technical or statistical discussions.

### **Arrangement of bibliographic information for each reference**

- Books, multi-volume works, etc.

- (1) Author's surname (First name in the case of Thai, Malay, or Indonesian)
- (2) Year of publication
- (3) Title
- (4) Place of publication
- (5) Publisher

• Journals, etc.

- (1) Author's surname (First name in the case of Thai, Malay or Indonesian)
- (2) Year of publication of the paper
- (3) Title
- (4) Name of the journal, newspaper, etc.
- (5) Volume number
- (6) Pages

### **Arrangement of references**

- (1) Alphabetical order according to the authors' surnames (First name in the case of Thai, Malay, or Indonesian)
- (2) For several works by the same author, publications should be arranged according to the year of publication from most recent year of publication to earliest.
- (3) References for languages other than English should be listed according to the following manner. Please note that the following are meant to serve as general guidelines for arranging references. Authors who need to use a different reference system can consult with the *SEAS* editorial committee.

Titles of books, papers, journals, newspapers, etc. which have been written in non-English languages and not translated should be roughly translated into English by the author. The translated titles should be listed along with those in the original languages and enclosed in brackets.

Please refer to the examples below:

• Filipino

Hilario, Antonio. 1973. *Hinggil sa legal na pakikibaka* [On the legal struggle]. Unpublished document.

- Indonesian

Tarini Sorrita. 2006. *Penari naga kecil: Kumpulan cerpen* [The little dragon dance: Collection of short stories]. Surabaya: JP Books.

- Malay

Abdul Halim Nasir. 1985. *Rumah tradisional Melayu Semenanjung Malaysia* [Malay traditional houses of Peninsular Malaysia]. Kuala Lumpur: Loyal Press.

- Vietnamese

Phạm Bích Hợp. 2007. *Người Nam bộ và Tôn giáo bản địa* [The people of the southern region and indigenous religion]. Hanoi: Nhà Xuất Bản Tôn Giáo.

In the case of languages such as Burmese, Cambodian, Chinese, Japanese, etc which do not use Roman alphabet, please include Romanization, the scripts of original language, and English translations of the author or editor's names as well as the titles of books, papers, journals, newspapers etc. Authors who cannot access the original scripts may use only Romanization and English translations of author and the title of books, papers, journals, newspapers, etc.

- Burmese

Myanmar U Win Maung ဝင်းမောင်, ed. 1982. *Myanma hsan zaba yaunweye thamain. မြန်မာ့ ဆန်စပါး ရောင်းဝယ်ရေးသမိုင်း* [History of rice marketing in Burma]. Yangon: Agriculture and Farm Produce Trade Corporation.

- Cambodian

Ang Choulean អាំងចូលាន; Preap Chanmara ប្រាបចាន់ម៉ា "វា; and Sun Chandup ស៊ុនចាន់ដឺប. 2007. *Domnau civet monus khmae ដំណើរជីវិតមនុស្សខ្មែរ* [Cambodian people's way of life]. Phnom Penh: Hanumantourism.

- Chinese

Bai Ren 白刃. 1983. *Nanyang piaoliuji 南洋漂流记* [Adrift in the Southern Ocean]. Guangzhou: Huacheng Chubanshe.

Or:

Bai Ren 白刃. 1983. *Nan-yang p'iao-liu chi* 南洋漂流記 [Adrift in the Southern Ocean.]  
Kuangchou: Hua-ch'eng Ch'u-pan-she.

●Japanese (please note that the Hepburn Romanization of Japanese texts do not use any macrons or indicators for long vowel sounds)

Hayashi Yukio 林行夫, ed. 2009. “*Kyoiki*” *no jissen shukyo: Tairikubu Tonan Ajia chiiki to shukyo no toporoji* <境域>の實踐宗教—大陸部東南アジア地域と宗教のトポロジー [Practical religions in mainland Southeast Asia: Topology of religion from the region and “In-betweenness”]. Kyoto: Kyoto University Press.

●Lao

Bounkhong Soukhavath ບຸນຄົງ ສຸຂະວັດ. 2002. *Pathet Lao nai sangkhom nana sat* ປະເທດລາວໃນສັງຄົມນາໆຊາດ [Lao in the international community]. Vientiane: privately published.

Sulaphon Naovalat ສຸລະພົນ ເນົາວະລາດ. 1998. *Pavatsat Khwaeng Viangchan* ປະຫວັດສາດ ແຂວງ ວຽງຈັນ [History of Vientiane]. Vientiane: Khwlaeng Viangchan.

●Thai

Tawatchai Rattanason ทวีชัยรัตน์ชัย. 1999. *Kanchatkan kanthongthiao niwet khong chumchon bon phuen thi sung* การจัดการการท่องเที่ยวในเขตของชุมชนบนพื้นที่สูง [Ecotourism management of highland communities]. Department of Social Sciences, Chiang Mai University.

### **General rules**

(1) Titles of books and journals should be in italic type.

Titles of chapters or papers within books or journals should not be italicized.

(2) If there are several authors, a semicolon should be used between the names.

Rosenthal, Jean-Laurent; and Wong, R. Bin. 2011. *Before and Beyond Divergence: The Politics of Economic Change in China and Europe*. Massachusetts: Harvard University Press.

(3) No designation should be used in the case of authors. When a work has been edited, the name(s) of the editor(s) should be followed by “ed.” or “eds.”

## **Books**

(1) When a work has more than one author.

Berelson, Bernard R.; Lazarsfeld, Paul F.; and McPhee, William N. 1954. *Voting*. Chicago: University of Chicago Press.

(2) When a paper is cited from a book which has been edited and translated.

Watabe, Tadayo. 1978. The development of rice cultivation. In *Thailand: A Rice-growing Society*, edited by Yoneo Ishii, pp.3-14 . Translated by Peter and Stephanie Hawkes. Honolulu: University Press of Hawaii.

(a) The word “In” is used before the title of the book which contains the chapter cited.

(b) The words “edited” and “translated” are not abbreviated.

(c) Page numbers appear after the name of the editor.

(3-1) When one volume is cited from a multi-volume work.

Durant, Will. 1942. *Our Oriental Heritage. The Story of Civilization*, Vol. 1. New York: Simon and Schuster.

(3-2) When one volume is cited from series work.

Fischer, Joseph. 1973. *Foreign Values and Southeast Asian Scholarship*. Research Monograph Series, No.11. Berkeley: Center for South and Southeast Asian Studies, University of California, Berkeley.

(4) When the author is a body such as an association, the number of pages of the book is given.

Special Libraries Association. 1963. *Directory of Business and Financial Services*. New York: Special Libraries Association. 483p.

(5) When the author is a body such as a government agency.

Thailand, National Statistical Office (NSO). 2004. *Report of Health and Welfare Survey 2004* (HWS 2004). Ministry of Information and Communication Technology, Thailand.

(a) The name of the country is entered first.

(b) Mimeographed, or unpublished, works should be indicated by the word “mimeographed” enclosed in parentheses at the end.

(c) If the reference is made several times, the name of the organization or agency may be abbreviated or shortened.

For example, National Statistical Office can be abbreviated to NSO. The full organization title must be carried the first time it is mentioned. All subsequent use can be abbreviated.

(6) When the author is unknown.

Anonymous. 1961. *Die Situation in Laos*. Wien.

### **Journals, thesis, newspaper articles, etc**

(1) Varley, Barbara K. 1963. Socialization in Social Work Education. *Social Work* 8(1): 103-109.

8(1) indicates volume number 8, issue number 1. Instead of the number of the issue, the month may be given, as in 8 (July).

(2) When a paper written in English language appears in a non-English journal.

Wong, Roy Bin. 2010. Comparing States and Regions in East Asia and Europe: Is Southeast Asia (Ever) Part of East Asia? *Southeast Asian Studies* 48(2): 115-130.

(3) An article in a newspaper

Salaveria, Leila. B. 2011. Abra Clan Face Raps for Ill-Gotten Wealth. *Philippine Daily Inquirer*. October 25, p.8.

(4) A review article in a journal

Daniels, Christian. 2010. Review of *The Art of Not Being Governed: An Anarchist History of Upland Southeast Asia* by James C. Scott. *Southeast Asian Studies* 48(2): 205–210.

(5) Citation of Web Content

(a) For citation of original online website content source material other than formally published material please include as much information as seen with the example below.

UN News Center. 2011. Curbing Human Trafficking in South-east Asia Focus at UN-Backed Meeting. <http://www.un.org/apps/news/story.asp?NewsID=33533&Cr=trafficking&Cr1=>, accessed October 13, 2011.

(b) For online newspaper articles please refer to the following example. For articles which are no longer available on-line *but* cached, where possible please find the original article available in hardcopy.

Pungkanon, Kupluthai. 2008. Tales of the Father. *Daily Xpress*. December 29. [http://www.dailyxpress.net/2008/12/29/lifestyle\\_5242.php](http://www.dailyxpress.net/2008/12/29/lifestyle_5242.php), accessed April 22, 2011.

(c) For content which is modified from time to time, please include the modification date.

..., last modified November 1, 2011, accessed January 1, 2012...

(d) For citation of blog content please include the author of the entry; the name of the entry, in quotation marks; the title or description of the blog; and a URL.

Ciocciari, John. 2010. The Politics of Alliances. Georgetown University Press (blog), September 17, 2010. <http://georgetownup.wordpress.com/2010/09/17/the-politics-of-alliances/>.

(e) For citation of online open access book reviews please refer to the example below.

Bradley, Mark Philip. 2009. *Vietnam at War*. Reviewed by Peter Zinoman. 2011. <http://asiapacific.anu.edu.au/newmandala/2011/05/23/review-of-vietnam-at-war-tlcnmrev-xxii/>, accessed October 13, 2011.

## (6) Use of online Multimedia

Online multimedia. Citation of online materials must be thoroughly correct at time of submission as material locations often change or disappear. Examples follow as below.

Youtube. 2010. Interview with John Ciocciari, Author of *The Limits of Alignment*:



*Southeast Asia and the Great Powers since 1975*. Youtube video, 4:58, posted by Georgetown UP, September 17, 2010. [http://www.youtube.com/watch?v=zJ4OGhXJDhw&feature=player\\_embedded](http://www.youtube.com/watch?v=zJ4OGhXJDhw&feature=player_embedded).

(7) Use of e-book reader based material

Where possible please use materials which can be sourced from hardcopy material and not e-book or e-reader devices. Where material is only available on one of these devices please consult the editorial office.

(8) Use of DVDs or Video material

Please refer to the example below.

Buenconsejo, José S. 2008. *The River of Exchange: Music of Agusan Manobo and Visayan Relations in Caraga, Mindanao, Philippines*. 78 mins. DVD Documentary. Prince Clause Fund for Culture and Development, Office of the Chancellor, UP Diliman.

(9) DOIs (Digital Object Identifiers)

Published articles that have DOIs should be written as follows:

Noore Alam Siddiquee; and Md. Goran Faroqi. 2009. Holding the Giants to Account? Constraints on NGO Accountability in Banglades. *Asian Journal of Political Science* 17 (3): 242-264. doi: 10.1080/02185370903403434.

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