



Instructions for Authors

Scope

Bijdragen tot de Taal-, Land- en Volkenkunde / *Journal of the Humanities and Social Sciences of Southeast Asia and Oceania* (BKI), now more than one-and-a-half centuries old, is an interdisciplinary journal on Southeast Asia, with a strong focus on Indonesia. The editors especially welcome articles from anthropology, history, political science, law, sociology, social geography, development studies, urban studies, literature, socio-linguistics, and economics. Articles requiring significant technical knowledge from our readers (e.g., some economic or linguistic studies) are considered more suited for a disciplinary journal and will not be accepted by the *Bijdragen*. Submissions about topical issues can be treated with high priority and 'overtake' articles brought to our attention earlier. This is a fully Open Access journal, which means that all articles are freely available, ensuring maximum, worldwide dissemination of content.

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Submission Requirements

Language

The author is expected to ensure that his/her contribution is written in grammatically and stylistically correct British English (honour, realize, organize). Authors whose first language is not English are strongly encouraged to have their texts checked for grammar, spelling, and style by a native speaker before submitting their final versions.

Diacritics

Indicate any unusual diacritics or special (e.g., phonetic) symbols in the margin and explain them in detail, including a typeset sample, so that they may be reproduced accurately in print.

For all diacritics and special symbols the Palatino font should be used; for those which cannot be reproduced in this font, alternatives available in this font should be used.

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Indonesian personal names are to be left in the original spellings, even though these spellings may be outdated today. Similarly, names of newspapers, periodicals and organizations, titles of officials, and the like, are to be given in their contemporary spellings (with English translations in parentheses, where necessary), for example: Bataviaasch Genootschap, Hollandsch-Inlandse School, Residentie Verslag, Cultuurstelsel. Indonesian geographical names are to be given in their modern spellings, except where the article deals with an earlier historical period, when the spelling current in that period may be used.



Instructions for Authors

Length

Articles may not exceed 12,000 words, including notes and bibliography (about 25 pages in print).

Manuscript Structure

General

All contributions (articles) should be double-spaced throughout, with ample margins.

Do not use indentation at the beginning of a new paragraph.

Avoid word division at the end of a line.

When referring the reader to another part of your article, refer to the section (number), not to the page number.

Avoid abbreviations, in particular such expressions as *e.g.*, *etc.*, *cf.*, *op cit.*, and *i.e.*

When established abbreviations for names of institutes and journals (such as KITLV, ARA, LIPI, *BKI*) must be used, provide the complete name at first use.

Abstract and Keywords

The article must contain an *abstract* of about 200 words and 2-6 keywords.

Headings

Format headings as follows:

- 1 **The First Level Heading**
- 1.1 *The Second Level Heading*
- 1.1.2 The Third Level Heading

Text Citations

Source citations referring to no more than two works are to be placed in brackets in the text, as follows:
(De Jonge 1980:234-5).

Footnotes

Other notes, including references to archival sources, will appear as footnotes at the bottom of the page. Give exact page numbers in source citations, avoiding such expressions as *op. cit.*, *loc. cit.*, *ibid.*, *f.*, *ff.*, and *passim*.

Bibliography

In the bibliography should be listed all, and only, works cited in the text, in alphabetical order according



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to authors' surnames and chronologically per author, following the examples given below. Where an author has more than one publication for any given year, these should be mutually distinguished by adding the letters *a*, *b*, *c*, etc., after the date.

Indonesian composite names are listed on the basis of the first mentioned name (for example Sartono Kartodirdjo is listed under *S*).

Dutch names with a prefix, such as Van Mook or De Jonge, are never listed under the *V* or *D* in the bibliography, but (in this particular example) under the *M* and *J* respectively.

Abbreviations must not be used. In the case of plural authorship, give the names of all the authors, unless there are four or more, when only the name of the first author should be stated and the words 'et al.' added. Give the full title and subtitle of each work, separating the subtitle from the main title by a semicolon.

For journals, indicate the volume number, only adding the number of the relevant issue if the page numbering starts anew in each issue of the volume.

Place any additional information concerning the nature of the publication (for instance, whether it is a thesis or an unpublished manuscript, and the series in which it has appeared) between square brackets.

Journal Articles

Manuel, Peter and Randall Baier

1986 'Jaipongan; Indigenous popular music of West Java', *Asian Music* 18:91-110.

Cowan, H.K.J.

1957a 'Prospects of a "Papuan" comparative linguistics', *Bijdragen tot deTaal-, Land- en Volkenkunde* 113:70-92.

1957 'Hidden change in late colonial urban society in Indonesia', *Journal of Southeast Asian Studies* 14:354-71.

Books and Dissertations

Evers, Hans-Dieter

1972 *Monks, priests and peasants*. Leiden: Brill. Two vols.

Foulkes, A.P., W.F. Owen and J.L. Peacock

1975 *The search for literary meaning; A semiotic approach to the problem of interpretation in education*. Bern: Lang; Frankfurt: Kurz.

Haan, F. de

1935-36 *Oud Batavia*. Second impression. Batavia: Kolff. Two vols. [First impression 1922-23.]

Harrell, Max Leigh

1983 *The music of the gamelan degung of West Java*. [PhD thesis, University of California, Los Angeles.]

Housing policy

1976 *Housing policy and program in Indonesia*. Yogyakarta: Gadjah Mada University Press.



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Ruinen, W. (ed.)

1928 *Overzicht van de literatuur betreffende de Molukken. Vol. 2: De Zuid- Molukken.* Amsterdam: Molukken-Instituut.

Chapters in Edited Books

Basta, S.S.

1982 'Health programmes directed to urban squatter populations', in: J.L. Taylor and D.G. Williams (eds.), *Urban planning practice in developing countries*, pp. 301-20. New York: Pergamon Press.

Josselin de Jong, P.E. de

1984 'Introduction', in: P.E. de Josselin de Jong (ed.), *Unity in diversity; Indonesia as a field of anthropological study*, pp. 1-12. Dordrecht/Cinnaminson: Foris. [KITLV, Verhandelingen 103.]

Publication

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