

Journal of Asian Civilizations

Instructions for authors: standard formatting/style guidelines.

1a. Language standards and general structure of the paper

Both British and American English standards are acceptable; however, the preferred language should be consistently utilized throughout the paper. Generally, the whole text, excluding title, abstract, keywords, borrowed wordings, captions, and footnotes, should be in Times New Roman 12 (size of characters) with inter-space 1.0. Please avoid using Page Numbers, Headers, and Footers.

1b. Footnotes

Footnotes should be used only if necessary. They will be in Times New Roman 10, inter-space 1.0, and will be indicated by numerals (1, 2, ...)¹

2. Title

The title should reflect the contents of the paper presented in **bold** characters **Times New Roman 14**, inter-space 1.0.

3. Name of author/s

The author's name should be in **bold** Times New Roman 12. In the case of more than a single author, between every author's name, there should be the mark of slash “/”.

4. Abstracts

The abstract of 250-300 words should establish a relationship between the title and content of the research paper, containing a central theme of the paper. It should briefly introduce the topic at first, the scope of study at second, a short note about the adopted methodology and analysis at third, structure and outline of the research paper at fourth, and a tentative conclusion at the end. It should be in Times New Roman 11 'italics' with inter-space 1.0. Non-English terms, as they are italicized within the text, are required to be kept as normal.

¹ Required details as footnotes should be here.

5. Keywords: There should be maximum seven keywords, in Times New Roman 11.

6. Headings and sub-headings

Every heading should be **bold** Times New Roman 12 and should be represented with serial numbers in Arabic numerals. Sub-heading should be *italicized*.

7a. Figures, plates and tables

Pictures should be abbreviated and capitalized within the text as “Fig. 11”, “Figs. 10-11”. “Fig.”, “Figs.”, can include photos, ink drawings, sketch drawings, graphics, and charts (if not exceeding one page).

For longer data-sheets, and charts longer than one page, the term Table (not abbreviated) should be utilized.

Plate/Plates, “Pl. 1”, “Pls. 1-2”, refer to the illustrations put at the end of the article. There should be a space of 1.0 between picture and caption.

7b. Captions

Captions should be in Times New Roman 11, and they should always include credits (ex.: “Photo/Drawings by the Author/by [name].”, “Photo by [name]; Courtesy Lahore Museum [proper credits].”, “Photo after Dani 1992; fig. 5; Courtesy *Journal of Asian Civilization*.”).

Fig. 2 - The W section of the hallway (Drawings by the Author).

Pl. 4 - Gumbat (Swat): the Main Stupa, E side (Drawings by the Author).

8. Citation within the text

Single citation of reference should be as (Dani 1989: 34) or (Dani 1992: fig. 32) (in case of citations, figures, plates = fig., figs., / pl., pls., should not be capitalized). In the case of two or more references chronological order should be preferred (Dani 1989: 34-37, Tucci 2016²: 20-21, Haka 2019: 174). New editions should be indicated with superscript (Tucci 2016²; Stein 2002³).

9. Indentation required for borrowed wordings

The borrowed wordings required to be placed in the text should in Times New Roman 11 with inter-space 1.0, enclosed within “apostrophes” and indented to 1 inch from the left-hand side.

10. References

Books:

Bahrani, Z. (2014) *The Infinite Image: Art, Time and the Aesthetic Dimension in Antiquity*. London.

New editions should be indicated with a super-script:

Bahrani, Z. (2014²) *The Infinite Image: Art, Time and the Aesthetic Dimension in Antiquity*. London.

Book sections/chapters:

Abe, Stanley K. (1995) Inside the Wonder House: Buddhist Art and the West. In D.S. Lopez, ed., *Curators of the Buddha: The Study of Buddhism under Colonialism*. University of Chicago Press: Chicago, pp. 63-106.

Appadurai, A. (1986) Introduction: Commodities and the Politics of Value. In A. Appadurai, ed., *The Social Life of Things: Commodities in Cultural Perspective*. Cambridge University Press: Cambridge, pp. 3-63.

Journal articles:

Coomaraswamy, Ananda K. (1927) The Origin of the Buddha Image. *The Art Bulletin*, 9, 4: 287-329.

Dyson, S.L. (1993a) From New to New Age Archaeology: Archaeological Theory and Classical Archaeology. A 1990s Perspective. First Part. *American Journal of Archaeology*, 97, 2: 195-206.

Dyson, S.L. (1993b) From New to New Age Archaeology: Archaeological Theory and Classical Archaeology-A 1990s Perspective. Second part. *American Journal of Archaeology*, 97, 4: 301-359.

Anjum, U., Z.H. Kiani, and Q. Khan (2018) Gender Variation of Language Use in Family: A Study of an Endangered Language Spoken in North Pakistan. *Kashmir Journal of Language Research*, 21, 1: 123-132.

Online Sources:

Lewis, P., G.F. Simons and C.D. Fennig (2014) Languages of Pakistan. Ethnologue: *Languages of the World*. Retrieved from <http://www.ethnologue.com/> on 20 December 2020.