

# Submission Guidelines for the Journal of Applied History,

## National Chiayi University

### Submission Format Reference

1. The full text should be written in horizontal writing on A4 or C5-sized paper. The journal's publication format is C5.
2. Upon receipt, the editorial committee will standardize the formatting, including font, layout, and punctuation. The content will not be altered out of respect for the original author.
3. Use half-width English punctuation for English and full-width Chinese punctuation for Chinese. Use Arabic numerals for dates and statistics.
4. Submissions should include the following sections in order: title, author, abstract in both Chinese and English, keywords in both Chinese and English, main text, notes, and bibliography.

If the title has a subtitle, separate them with a colon (:) instead of a dash (—).

Arrange reference materials in the bibliography in classified order.

5. The hierarchy of headings and subheadings should follow the sequence: 壹、一、(一)、1、(1)、a、(a).
6. Citations should be in standard Kai font.  
Short quotations can be incorporated directly into the text with quotation marks.  
Long quotations should be indented by 3 characters from the left and do not require quotation marks. If there are multiple paragraphs in the long quotation, each new paragraph should be indented an additional 2 characters.
7. Figures and tables should be numbered separately as "Figure 1", "Table 1", etc. Cite the number when referring to them, avoiding phrases like "as above" or "as seen previously".  
Provide titles below figures and above tables. Any explanatory text or source information should be placed below the figure or table.
8. Notes should be presented as footnotes with raised half-width Arabic numerals. The note number should be placed after punctuation marks. Avoid using terms like "ibid." or "idem".
9. Reference Format:  
Western book and article formats should follow Chinese and Japanese formats, with Western book titles and journal names in *italics*, and article titles in "quotation marks". Unspecified formats should follow The Chicago Manual of Style Online (2006).

### **A. Books:**

- First Citation: Author, 《Title》 (Place of Publication: Publisher, Year), page number.
- Subsequent Citation: Author, 《Title》, page number.
- Bibliography: Author, 《Title》, Place of Publication: Publisher, Year.

#### **Example:**

- First Citation: 萬仁元主編，《袁世凱與北洋軍閥》(台北：臺灣商務印書館，1994)，頁 98-99。
- Subsequent Citation: 萬仁元主編，《袁世凱與北洋軍閥》，頁 98-99。
- Bibliography: 萬仁元主編，《袁世凱與北洋軍閥》，台北：臺灣商務印書館，1994。

### **B. Classical Works:**

- First Citation: Author, 《Title》 (Place of Publication: Publisher, Year), volume, "Chapter Title", page number.
- Subsequent Citation: Author, 《Title》, volume, "Chapter Title", page number.
- Bibliography: Author, 《Title》, Place of Publication: Publisher, Year.

#### **Example:**

- First Citation: 張彥遠，《歷代名畫記》(上海：商務印書館，1936)，卷 1，〈敘畫之興廢〉，頁 13-15。
- Subsequent Citation: 張彥遠，《歷代名畫記》，卷 1，〈敘畫之興廢〉，頁 13-15。
- Bibliography: 張彥遠，《歷代名畫記》，上海：商務印書館，1936。

### **C. Articles in Edited Volumes:**

- First Citation: Author, "Article Title", 《Journal Name》 volume: issue (Year), page number.
- Subsequent Citation: Author, "Article Title", page number.
- Bibliography: Author, "Article Title", 《Journal Name》 volume: issue, Year, page number.

#### **Example:**

- First Citation: 余英時，〈《周禮》考證和《周禮》的現代啓示〉，《新史學》1：3 (1980.12)，1-27。
- Subsequent Citation: 余英時，〈《周禮》考證和《周禮》的現代啓示〉，1-27。
- Bibliography: 余英時，〈《周禮》考證和《周禮》的現代啓示〉，《新史學》1：3，1980.12，1-27。

### **D. Dissertations:**

- First Citation: Author, "Title" (Place of Publication: Degree-Granting

Institution, Year), page number.

- Subsequent Citation: Author, "Title", page number.
- Bibliography: Author, "Title", Place of Publication: Degree-Granting Institution, Year.

**Example:**

- First Citation: 池永歆，〈空間,地方與鄉土:大茅埔地方的構成及其聚落的空間性〉(台北：國立臺灣師範大學地理研究所博士論文，2000)，頁 10。
- Subsequent Citation: 池永歆，〈空間,地方與鄉土:大茅埔地方的構成及其聚落的空間性〉，頁 10。
- Bibliography: 池永歆，〈空間,地方與鄉土:大茅埔地方的構成及其聚落的空間性〉，台北：國立臺灣師範大學地理研究所博士論文，2000。

**E. Newspapers:**

- First Citation: Author (if available), "Title", 《Newspaper Name》, Date, page number.
- Bibliography: 《Newspaper Name》, years covered.

**Example:**

- First Citation: 〈打狗內地人と職業〉，《臺灣日日新報》，1916.10.16，版 2。
- Bibliography: 《臺灣日日新報》，1929、1931-1935、1939 年。

**F. Archives:**

- First Citation: "File Title", Institution, file number.
- Bibliography: 《Archive Title》, volume numbers. Location: Institution.

**Example:**

- First Citation: 〈總督府技師野呂寧移民事務委員會主事ヲ命ス〉，《臺灣總督府公文類纂》(南投，國史館臺灣文獻館藏)，典藏號：00001712015X014。
- Bibliography: 《臺灣總督府公文類纂》，冊文號：162-15、466-2、1864-10、2120-8、2470-54、2647-B06、2898-2、2933-10、3022-11、3152-1。南投：國史館臺灣文獻館藏。

**G. Electronic Resources:**

- Cite the date of access and URL.

**Example:**

- 中央研究院「數位方輿」網站，〈全台前後山輿圖〉，瀏覽日期：2017/11/19，網址：  
[http://digitalatlas.asdc.sinica.edu.tw/map\\_detail.jsp?id=A103000060](http://digitalatlas.asdc.sinica.edu.tw/map_detail.jsp?id=A103000060)。