

## STYLE SHEET FOR *HENOCH* NEWS ARTICLES

1. News articles normally should be about 1500 words unless a different length was requested in the inquiry letter. Shorter articles, for example, are normally requested for individual sections at Society of Biblical Literature annual meetings or international meetings.
2. Though the journal *Henoch* includes research articles written in a variety of languages, News articles should be written in English. Exceptions may be negotiated in some cases.
3. News articles must include the title of the event, location and identification of the host institution(s) or scholar(s), and date. This information should appear in the body of the article and also will be extracted by the News editor to create the title of the article. (All News articles are titled this way for consistency, so an author need not write a creative title for a specific article.)
4. News articles should briefly **discuss** the contents of the meeting, not just reprint the speakers and paper topics only. Avoid “list” formats and instead write in paragraphs.
5. Each person (host, speaker) mentioned in an article must be identified with his or her institution (or a city if unaffiliated). Include the name of the institution, not just the city. Also, include additional geographical information **if** the institution is not likely known worldwide or might be confused with another institution. Include full names (not just first initial) with the institutional affiliation on the first mention of a person, then only the surname on subsequent mention (unless confusion with another person is likely).  
  
**Examples:**

Emanuel Tov (Hebrew University)	NOT	E. Tov (Jerusalem)
Martin Goodman (University of Oxford)	NOT	M. Goodman (Oxford)
Kelley Coblentz Bautch (St. Edward’s University, Texas)	NOT	K. Coblentz Bautch (Austin)
6. The author’s name, institution, and e-mail address must be included at the end of each News article.
7. Normally footnotes are not needed in News articles. If they are necessary, use the footnote function in one’s software program, and use Arabic numbers (1, 2, 3, etc.) for the notes (not symbols such as an asterisk or dagger, nor Roman numerals). For bibliographic citations, follow the *Henoch* instructions for research articles: (<http://www.henochjournal.com/public/EditorialNorms-English.pdf>).
8. Follow American punctuation norms (period and comma inside quotation marks, etc.) and SBL style for abbreviations of text references (except, of course, when reporting paper titles that use other formats).
9. Please submit News articles by the agreed due date, as this kind of article is time-specific and ideally will be published in the next issue of the journal after the date of the event itself. Extensions can be negotiated in some cases; please contact the News editor to discuss such arrangements if needed. Due to the nature of such articles, it is very difficult to reassign these articles to another writer several weeks after the conference has occurred.
10. Please direct any questions to the News editor at [HenochNews@gmail.com](mailto:HenochNews@gmail.com).