Instructions for Authors

Dao: A Journal of Comparative Philosophy welcomes submissions of quality articles in Chinese philosophy, particularly those relating Chinese philosophy to other philosophical traditions in the world, as well as articles on theories and methodologies of comparative philosophy.

I. Submission of a manuscript
All submissions should be sent to the editor:
HUANG Yong
Department of Philosophy
The Chinese University of Hong Kong
Shatin, New Territories
Hong Kong
E-mail: yonghuang@cuhk.edu.hk

We encourage electronic submissions through e-mail attachments. Submissions of hard copies should be accompanied by a disk copy saved in Word format.

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities—tacitly or explicitly—at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

II. Manuscript Information

Title Page
- The title page should include:
  - The name(s) of the author(s)
  - A concise and informative title
  - The affiliation(s) and address(es) of the author(s)
  - The e-mail address, telephone and fax numbers of the corresponding author

Blind title page: A page giving only the title without the authors' names should be provided for use in the review process. Do not include author(s) name(s) in the text or page header.

Abstract: Please provide an abstract of 100 to 150 words. The abstract should not contain any undefined abbreviations or unspecified references.

Keywords: Please provide 4 to 6 keywords which can be used for indexing purposes.

Text
Text Formatting: For submission in Word
• Use a normal, plain font (e.g., 10-point Times Roman) for text.
• Use *italics* for emphasis.
• Use the automatic page numbering function to number the pages.
• Do not use field functions.
• Use tab stops or other commands for indents, not the space bar.
• Use the table function, not spreadsheets, to make tables.
• Use the equation editor or MathType for equations. Note: If you use Word 2007, do not create the equations with the default equation editor but use MathType instead.

**Heading:** Please use no more than three levels of displayed headings.

**Abbreviations:** Abbreviations should be defined at first mention and used consistently thereafter.

**Footnotes:** Footnotes on the title page are not given reference symbols. Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data).

**III. Acknowledgements**

**Acknowledgments** of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full.

**IV. References**

The list of References should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list.

**Citation in text:**

Cite references in the text by name and year, with page number separated by colon, in parentheses. Some examples:

- Negotiation research spans many disciplines (Thompson 1990: 235).
- This result was later contradicted (Becker and Seligman 1996: 132).

**List style:**

Reference list entries should be alphabetized by the last names of the first author of each work.

Please note that we have reached agreement that in this journal, we use full names instead of the first name initial. So make sure to use examples with full names below to avoid the misunderstanding among our authors.

**Journal article**


**Book**

Book chapter
healing, transition, and transformation. In B. R. Wainrib (Ed.), Gender issues across the life
cycle (pp. 107–123). New York: Springer.

Article by DOI
Med (in press). DOI: 10.1007/s001090000086

Online document
Royal Society of Chemistry. Available via DIALOG. http://www.rsc.org/dose/title of subordinate
document. Cited 15 Jan 1999

Always use the standard abbreviation of a journal's name according to the ISSN List of Title
Word Abbreviations, see: http://www.issn.org/en/node/344

Romanization of Chinese characters

1. For proper names of Chinese persons, places, publishers, etc., use the Romanization of their
Chinese characters, followed by their original Chinese characters.

2. Special Chinese philosophical terms, as well as the titles of Chinese publications, should be
translated into English and followed by their original Chinese characters, with Romanization for
the philosophical terms but not for the titles of Chinese publications.

3. Use hanyu pinyin for Romanization of all Chinese characters, except in quoted passages. In
these quoted passages where other ways of Romanization are used, the author may leave
them unchanged or convert them into hanyu pinyin. In the later case, the author should
indicate, either at the end of the quotation or in a footnote, that such conversion has taken
place.

4. Use traditional instead of simplified Chinese characters.

Order of Chinese (or Japanese or Korea) Names

Use the Chinese way of putting family name first, with all letters of the family name in small
cap, except the first letter, which is in regular cap. For example, “Mou Zongsan
牟宗三.” However, if the Chinese author uses a Western given name, treat it as an English
name. For example, “Antonio Cua”. Also, if only the last name is used, no small cap should be
used. For example, “Mou argued that....”

V. Tables

- All tables are to be numbered using Arabic numerals.
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table heading. The table title should explain clearly and
  concisely the components of the table.
- Identify any previously published material by giving the original source in the form of a
  reference at the end of the table heading.
Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

VI. Figures
- All figures are to be numbered using Arabic numerals.
- Figure parts should be denoted by lowercase letters.
- Figures should always be cited in text in consecutive numerical order.
- For each figure, please supply a figure caption.
- Make sure to identify all elements found in the figure in the caption.
- Identify any previously published material by giving the original source in the form of a reference at the end of the caption.

For more information about preparing your illustrations, please follow the hyperlink to the artwork instructions on the right.

VII. ESM
If Electronic supplementary material (ESM) is submitted, it will be published as received from the author in the online version only. ESM may consist of
- information that cannot be printed: animations, video clips, sound recordings
- information that is more convenient in electronic form: sequences, spectral data, etc.
- large original data, e.g. additional tables, illustrations, etc.
- If supplying any ESM, the text must make specific mention of the material as a citation, similar to that of figures and tables (e.g., "... as shown in Animation 3.").

For details on formats and other information, please follow the hyperlink to the specific instructions for electronic supplementary material on the right.

VIII. After Acceptance
During the production phase the following issues have to be clarified:

Open Choice: In addition to the normal publication process (whereby an article is submitted to the journal and access to that article is granted to customers who have purchased a subscription), Springer now provides an alternative publishing option: Springer Open Choice. A Springer Open Choice article receives all the benefits of a regular subscription-based article, but in addition is made available publicly through Springer's online platform SpringerLink. We regret that Springer Open Choice cannot be ordered for published articles. Open Choice does not apply to Society Journals.

Springer Open Choice [http://springer.com/openchoice]
Copyright transfer: Authors will be asked to transfer copyright of the article to the Publisher. This will ensure the widest possible protection and dissemination of information under copyright laws.

Open Choice articles do not require transfer of copyright as the copyright remains with the author. In opting for open access, they agree to the Springer Open Choice Licence.

Offprints: Free and/or additional offprints can be ordered by the corresponding author.

Color in print: Online publication of color illustrations is free of charge. For color in the print version, authors will be expected to make a contribution towards the extra costs.

Online first: The article will be published online after receipt of the corrected proofs. This is the official first publication citable with the DOI. After release of the printed version, the paper can also be cited by issue and page numbers.

Proof Reading: The purpose of the proof is to check for typesetting errors and the completeness and accuracy of the text, tables and figures. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor.

After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

Additional information for Book reviews

Book reviews should be sent to:

1. Chinese Book Review Editor: All books in Chinese language should be sent and all matters pertaining to reviews of such books should be directed to:
   Dr. BAI Tongdong, School of Philosophy, Fudan University, 220, Handan Road, Shanghai, China; email: baitongdong@gmail.com

2. English Book Review Editor: All books in English language should be sent and all matters related to reviews of such books should be directed to:
   Dr. XIAO Yang, Department of Philosophy, Kenyon College, Gambier, 43022-9623 OH; e-mail: xiaoy@kenyon.edu

At the top of the book review, the information of the book being reviewed should be provided in such an order: “Last Name, First Name [of the author of the book], Title of the Book [being reviewed]. City: Publisher, Year, (xx+) xxx pages.” If the book is in Chinese, provide Chinese characters for the name of the author, the title of the book, and the place and the name of the publisher.

The normal length of a book review is between 1500 and 2000 words.
Authors should follow the style of the Journal, with the exception that no footnotes and reference list are used in book reviews. Particularly, (a) please provide Chinese characters (traditional instead of simplified ones) for names of Chinese persons, places, and publishers, titles of Chinese publications, as well as special philosophical terms; (b) Use *hanyu pinyin* as Romanization system, except in quotations, which shall follow whatever Romanization system is used; (c) Citations of and/or references to the book reviewed shall be parenthetically inserted in the main text with page number only. References to other sources should be parenthetically inserted in the text with the complete information.

Review author should try to strike a balance, in their reviews, between the overview of the contents of the book and the evaluation of its merits and/or demerits. Praises and criticisms should be made as objectively as possible.

Unsolicited submissions of reviews are considered but not guaranteed for publication. Pre-arranged reviews are normally published, provided that the review authors are willing to make revisions if suggested by our book review editors.
Dao
A Journal of Comparative Philosophy
Editor-in-Chief: Huang, Y.
ISSN: 1540-3009 (print version)
ISSN: 1569-7274 (electronic version)
Journal no. 11712