



### *Instructions for Authors*

---

## Scope

The *Journal of Muslims in Europe (JOME)* is devoted to publishing articles dealing with contemporary issues on Islam and Muslims in Europe from all disciplines and across the whole region, as well as historical studies of relevance to the present. The focus is on articles offering cross-country comparisons or with significant theoretical or methodological relevance to the field. Case studies with innovative approaches or on under-explored issues, and studies of policy and policy development in the various European institutions, including the European courts, and trans-national movements and social and cultural processes are also welcome. The *Journal* also welcomes book reviews. All contributions to the journal must display a substantial use of primary-source material and must be original. The editors also encourage younger scholars to submit contributions. The *Journal of Muslims in Europe* has a double-blind peer review system.

## Ethical and Legal Conditions

Please note that submission of an article for publication in any of Brill's journals implies that you have read and agreed to Brill's Ethical and Legal Conditions. The Ethical and Legal Conditions can be found here: [brill.com/downloads/conditions.pdf](http://brill.com/downloads/conditions.pdf).

## Online Submission

*JOME* uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: [editorialmanager.com/jome](http://editorialmanager.com/jome). First-time users of EM need to register first. Go to the website and click on the "Register Now" link in the login menu. Enter the information requested.

When you register, select e-mail as your preferred method of contact. Upon successful registration, you will receive an e-mail message containing your Username and Password. If you should forget your Username and Password, click on the "Send Username/Password" link in the login section, and enter your first name, last name and email address exactly as you had entered it when you registered. Your access codes will then be e-mailed to you.

Prior to submission, authors are encouraged to read the 'Instructions for Authors'. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor's request for revision and final decision, is sent by e-mail.



### *Instructions for Authors*

---

#### *Double-blinded Peer Review*

JOME uses a double-blind peer review system, which means that manuscript author(s) do not know who the reviewers are, and that reviewers do not know the names of the author(s). When you submit your article via Editorial Manager, you will be asked to submit a separate title page which includes the full title of the manuscript plus the names and complete contact details of all authors. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. The names of these files and the document properties should also be anonymized.

#### *Contact Address*

For any questions or problems relating to your manuscript please contact Prof. Dr. Thijl Sunier, [j.t.sunier@vu.nl](mailto:j.t.sunier@vu.nl). For eventual questions about Editorial Manager, authors can also contact the Brill EM Support Department at: [em@brill.com](mailto:em@brill.com).

#### *Book Reviews*

Please contact Dr Egdūnas Račius about books for review, at: [Egdunas.Racius@tspmi.vu.lt](mailto:Egdunas.Racius@tspmi.vu.lt).

#### *File Format*

Contributions should be submitted in either Microsoft Word or Word for Mac, using Unicode fonts. The use of non-Unicode fonts should be discussed with the editor beforehand.

## **Submission Requirements**

#### *Language*

Manuscripts should be written in English; the spelling (either British or American) should be consistent throughout.

#### *Transliteration*

Diacritics will not be used in transliteration of Turkish, Arabic or Persian.

#### *Length*

Manuscripts should not normally exceed 10,000 words inclusive of footnotes.

## **Manuscript Structure**

The text must be formatted with 1.5-inch margins and be double-spaced.



### *Instructions for Authors*

---

#### *Abstract and Keywords*

All full articles should include an abstract of max. 100 words, as well as list of 3-8 keywords.

#### *Capitalization*

Authors should be consistent in their use of capitalization. Overcapitalization should be avoided. The abbreviations 'vol.,' 'no.,' and 'pt.' are not normally capitalized.

*Italics:* The titles of works and periodicals should normally be *italicized*. Foreign words should also be *italicized*, but note that many ordinary terms associated with Islamic practice, such as imam, zakat and 'id are no longer regarded as foreign

#### *Headings*

Headings should be flush left using sentence case:

**This is a first level heading**

#### *Bibliographical References in Footnotes*

1. Article in journal: Smith, John, "Article in journal", *Journal Name*, 14 (1992), 142-53.
2. Article in edited book: Smith, John, "Article in journal", in *Book Name*, John Smith (ed.) (Place: Publisher, Date), pp. 24-9.
3. Book: Smith, John, *Book Name* (Place: Publisher, Date), pp. 65-73.
4. If a reference in a footnote has been mentioned already in an earlier footnote, the footnote should give surname and a brief title only, e.g. Smith, *Book*, p. 23 or Smith, "Article", p. 45. Do not use op.cit.
5. Works with more than three authors, the footnote citation should give the name of the first listed author followed by 'et al.' or 'and others' without intervening punctuation.
6. Titles of works in languages other than French, German, Italian, and Spanish will be given in the original language with a translation into English added after the title in square brackets. Titles in non-roman scripts will be given in the original script with a translation in English provided in square brackets, as above.

#### *Figures*

Diagrams, charts, maps, plans, and other line drawings must be submitted in camera-ready form. A list of captions, including the appropriate copyright acknowledgements, labelled Figure 1, Figure 2, etc. must be supplied. Photographs should be submitted in electronic format (JPEG or TIFF files) and should have a minimum of 300 dpi. Authors should ensure that the appropriate copyright for all illustrations has been obtained from the copyright-holder.



### *Instructions for Authors*

---

## Production

### *Proofs*

Upon acceptance, a PDF of the article proofs will be sent to the author by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. At this stage in the production process only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned promptly.

### *Offprints*

A PDF file of the article will be supplied free of charge by the publisher to authors for personal use. Brill is a RoMEO yellow publisher.

The Author retains the right to self-archive the submitted (pre-peer-review) version of the article at any time. The submitted version of an article is the author's version that has not been peer-reviewed, nor had any value added to it by Brill (such as formatting or copy editing). The Author retains the right to self-archive the accepted (peer-reviewed) version after an embargo period of 24 months. The accepted version means the version which has been accepted for publication and contains all revisions made after peer reviewing and copy editing, but has not yet been typeset in the publisher's lay-out. The publisher's lay-out must not be used in any repository or on any website.

## Consent to Publish

### *Transfer of Copyright*

By submitting a manuscript, the author agrees that the copyright for the article is transferred to the publisher if and when the article is accepted for publication. For that purpose the author needs to sign the **Consent to Publish** which will be sent with the first proofs of the manuscript.

### *Open Access*

Should the author wish to publish the article in Open Access he/she can choose the Brill Open option. This allows for non-exclusive Open Access publication under a Creative Commons license in exchange for an Article Publication Charge (APC), upon signing a special Brill Open Consent to Publish Form. More information on Brill Open, Brill's Open Access Model and the Brill Open Consent to Publish Form can be found on [brill.com/brillopen](http://brill.com/brillopen).