

The *International Journal of Islamic Architecture* (IJIA) publishes bi-annually, peer-reviewed articles on the urban design and planning, architecture and landscape architecture of the historic Islamic world, encompassing the Middle East and parts of Africa and Asia, but also the more recent geographies of Islam in its global dimensions. The main emphasis is on the detailed analysis of the practical, historical and theoretical aspects of architecture, with a focus on both design and its reception. The journal also aims to encourage dialogue and discussion between practitioners and scholars. Articles that bridge the academic–practitioner divide are highly encouraged.

While the main focus is on architecture, articles that explore architecture from other disciplinary perspectives, such as art, history, archaeology, anthropology, culture, spirituality, religion and economics are also welcome. The journal is specifically interested in contemporary architecture and urban design in relation to social and cultural history, geography, politics, aesthetics, technology and conservation. Spanning across cultures and disciplines, IJIA seeks to analyse and explain issues related to the built environment throughout the regions covered. The audience of this journal includes both practitioners and scholars. The journal publishes both online and in print. The first issue was published in January 2012.

IJIA solicits manuscripts for acceptance and peer review in the following categories:

1. **Design in Theory** – DiT manuscripts focus on the history, theory and critical analyses of architecture, urban planning and design and landscape architecture. Essays submitted should be a minimum of 5,000 words but no more than 8,000 words. (Notes are included in the word count.)
2. **Design in Practice** – Design in Practice - DiP manuscripts focus on the practice of architecture, planning and landscape design as well as pedagogy. It is preferential that DiP papers address contextual and/or conceptual issues, analysis or critique of proposals, design and construction processes or built projects. Submissions may also include practitioner reflections on lessons learned but should avoid purely descriptive content. Manuscripts should range from 3,500 to 5,000 words.
3. **Book, Media and Exhibition Reviews**
  - Unsolicited reviews are not accepted. Reviews are only solicited by the Reviews Editor. For those interested in writing book/media/exhibition reviews for IJIA, please submit your CV and your areas of expertise and interest and the books/media/exhibition you wish to review

to Olga Bush, the Reviews Editor at the following e-mail address for consideration:  
[ijiareviews@gmail.com](mailto:ijiareviews@gmail.com).

- Generally, the length of the reviews should not exceed 1,000 words for a one-book review essay and 1,800 words for an essay that reviews multiple books.
- All reviews should include a description of the media/exhibition/book's contents, as well as the reviewer's critical assessment.
- Book reviews must include at the beginning the following information:
  - Title, author, date of publication, place of publication, publisher, number of pages, number of illustrations, ISBN, whether the book is hardback or paperback and the price.

#### 4. Conference and Seminar Précis

IJIA will publish a record of seminars and conferences that focus exclusively or partially on the latest research and findings in Islamic art, architecture, design, and urbanism, including issues in architectural and urban development, history, and theory. This directive is increasingly important with the growing globalization of such events and the geographically dispersed nature of our readership. Preference will be given to conferences that take place outside of Europe and North America and those that will not be documented with a publication. Précis present an overview and analysis of topics treated and the issues taken up, but moreover to provide a space for critical reflection on the event's proceedings. Conference, conference panel, and seminar précis should not exceed 1000 words. Unsolicited submissions are not accepted.

#### 5. Letters to the Editor

Letters and comments on articles and reviews published, editorial themes and topics should be addressed and sent to the Editor of the journal. Send letters to [ijia@intellectbooks.com](mailto:ijia@intellectbooks.com).

If a letter is written in response to an article published, the Editor, at his or her discretion, may forward the letter(s) to the author(s) of the article for additional comments and response. Not all letters will be selected for publication. But those that are may be subject to editing.

### SUBMISSION AND REVIEW PROCESS

All manuscripts must be submitted in English and ***must be original, unpublished works, not under consideration for publication elsewhere.***

- All texts should be sent as MS Word files to [ijia@intellectbooks.com](mailto:ijia@intellectbooks.com).
- Any attachment(s) for initial review should include low-resolution images for a small file size.
- In all cases where the author does not own the copyright to an image, it is the responsibility of the author to obtain the permission from the copyright holder(s) and pay any relevant fees in order to reproduce the image in this journal.
- Please remove all citation software formatting from all references in the manuscript. *This can be done by copy/pasting the references into and from another Word document if needed.*

- ***Any articles that are not formatted as required by submission guidelines will be returned to authors to be formatted properly before review.***

**All manuscripts should include:**

- A Title Page with the following:
  - A concise and informative title
  - The full names and affiliations of all authors; a 3–4 sentence bio on each author (with a maximum of 100 words per bio)
  - The full institutional postal address, telephone number, and e-mail address of the corresponding author(s)
  - All e-mail addresses must be valid for at least a year from time of submission.
- Abstract and Keywords. This page should include the following:
  - An abstract that is an overview of *no more than 200 words* summarizing the significant points of the article
  - Six keywords or two-word phrases defining the article should be included for indexing references to facilitate a reader’s search. All keywords should be in lower case unless they are proper nouns or names.
  - The word count for the full text, i.e. the body of text and all notes should be included.

**Review Process**

- If the content, images and format of the submission are deemed relevant and appropriate by the editors, the articles will then be sent out for ‘blind review’ by at least two independent referees.
- Authors of a manuscript that has been either accepted as is or conditionally accepted, will receive two double blind referees’ written evaluations of their submissions.
- Revisions may be required in the light of the referees’ comments before a final decision may be made to accept or reject the article.
- The revised submission will be re-sent to the original reviewer(s) for review. Once the article has been accepted, it will be placed in the queue for production and print.
- After an article has been accepted, the author is required to send the final text and high-resolution illustrations as JPEG files. Images should be no smaller than 300 dpi. It is the author’s obligation to obtain appropriate permission to publish all images.

NOTE: Acceptance by the editors to review an article does not equate to a contract to publish. As with any other peer-reviewed journal, the eventual publication of an article will depend upon the content of the peer reviews, the availability of space in the journal, and the author’s willingness to address the concerns raised by the editors and outside readers. Articles from authors unwilling to undertake the requested revisions in a timely manner will not be published in IJIA. Note that the editorial process, even before going to print, can take several months.

## Preparation of Texts

- The manuscript should be typewritten and single-spaced. Use a hard return at the end of each paragraph.
- Keep sentences as short as possible. Avoid run-on sentences.
- Use gender-neutral language.
- Please use only a single space between sentences.
- Please include bolded subheadings to divide the text and guide readers. We do not use a heading for the introduction, but we do for all other sections of the text.

## Conventions

- Any abbreviation should be defined in parentheses at its first mention in the text.
- Quotations from foreign languages must be translated into English in the text.
- The author is responsible for obtaining the rights to quote any passage exceeding 150 words.
- All foreign words, except for proper nouns and names, should be italicized. However, capitalized proper names of foreign organizations, institutions, political parties, trade unions, etc. should be kept in roman type, not italics.
- Please use the Oxford (or serial) comma. This is standard for IJIA.

## Transliteration

In order to respond to a broad and interdisciplinary readership, authors are requested to use simplified systems of transliteration for words in foreign languages. In general, we discourage the use of special characters.

- Arabic and Persian: Authors should follow the general guidelines outlined for transliteration in the *International Journal of Middle East Studies*, but drop all special characters, such as lines over vowels and dots under consonants. See the following website for additional information: <http://web.gc.cuny.edu/ijmes/pages/transliteration.html>.
- Ottoman Turkish: If possible, authors use modern Turkish orthography.

## Quotation Marks

This journal follows the normal British English usage of quotation marks.

- If a full sentence is contained within quotation marks or brackets then the full stop should also appear *within* the quotation marks or brackets. However, if the phrase in quotation marks/brackets is part of a longer sentence then the full stop (or comma) will appear outside of the quotation mark. This format is also applicable for quotations in endnotes and references.  
For example:
  - ‘Her design inspired the students to approach their work in new, unconventional ways.’
  - Her design inspired the students to approach their work in strange and ‘unconventional ways’.
- When including quotations embedded into a paragraph use single quotation marks; use double quote marks for a second quotation contained within the first.

- All long quotations (i.e., over 40 words long) should be ‘displayed’ meaning they should be set into a separate indented paragraph with an additional space above and below, and without quote marks at the beginning or end.
- All omissions in a quotation are indicated thus: [...]. Note that there are no spaces between the suspension points.
- When italics are used for emphasis within quotations, indicate whether the emphasis is from the original text or whether you are adding it to make a point [emphasis added].
- As said above, British usage rules apply in all citation as well.

### Preferred Spelling and Punctuation Conventions

Spelling and punctuation should follow standard British English, using the *Oxford English Dictionary* as a reference. There is a preference for ‘ize’ endings rather than ‘ise’ (e.g., ‘organize’, ‘organization’, but ‘advertise’ and ‘compromise’). The abbreviations Mr, Mrs, and Dr should not be followed by periods.

#### Specific spellings to note:

Maghrib	Muhammad	Qur’an
<i>mihrab</i>	orientalism, orientalist	Shi’a
<i>minbar</i>	<i>qibla</i>	the west, western

### Dates

- All dates in the body of the article and in the endnotes must be written with the month first, then the date and then the year. For example: March 21, 1978.
- When using the term circa, use a lower-case and italicized c followed by a period that is **not** separated from the date following. For example, c.1650.
- For date ranges, use elisions within decades. For example, 1991–94.

### Dashes/En Dashes

- Use a hyphen/dash (-) to hyphenate words/phrases.
- Use an en dash (–) to indicate number ranges (pages or dates) and to separate text (as an alternative to commas). There is no space before/after the dash in numerical elisions, but there is one when separating text.

### Images, Figures, Illustrations

- In all cases where the author does not own the copyright to an image, it is the responsibility of the author to obtain the permission from the copyright holder(s) to reproduce the image in this journal. If fees are required, the author is responsible for paying them, not the journal.
- You may wish to defer securing permissions or ordering photographs until your submission has been accepted for publication. All authors will be required to sign a publication agreement in which they warrant that they have been granted the right to use photographic or other materials from second parties.

- Each illustration must be given a single figure number placed in square brackets in the text, i.e., [Figure 2]. Do not feature multiple images under a single figure number. When submitting the final manuscript for publication, also include figure callouts in chevrons <Figure 2> to indicate clearly where images should appear within the text.
- Images must be sequentially numbered throughout the text, so as Figure 1, Figure 2, etc.
- If referencing multiple figures as once, do so with [Figures 1 and 2]. If *already referenced* and being recalled later in the text, do so with (see Figure 1). *Note the use of round brackets here.*
- A list of illustrations should accompany each article. It must include a figure credit and a caption for each image. The figure credit should be given first and without any descriptive information, such as ‘Photograph by’ or ‘Courtesy of’. The caption should follow in the line below, introduced by the phrase: ‘*Figure x:*’. The entire caption should be italicized.
- Images for final submission should be in JPEG format at no less than 300 dpi.
- For additional information, please refer to the [Intellect Image Guide](#).

### **Acknowledgements**

Acknowledgements should appear at the end of the article under the heading Acknowledgements and *not* as an endnote attached to the article title.

### **Endnotes**

Given the limitations in word count, endnotes should be used to track references and sources throughout the article. *IJIA articles do not include bibliographies or lists of references.*

- When using explanatory notes or references, they should be numbered sequentially and indicated in the text by a superscript number.
- All endnotes in the text should be written in accordance with the *Chicago Manual of Style* with British punctuation convention.
- Endnotes should be as brief and succinct as possible. Use Word’s note-making facility and ensure that notes are endnotes, not footnotes.
- It is the author’s responsibility to check the accuracy of all the references.
- For page numbers, follow the *Chicago Manual of Style* using elisions. Examples: 124–46, 347–412, but 100–104. *Note the use of an en dash, not a hyphen here.*

### **Author’s Agreement, Copyright and Permissions**

- After the author has submitted the finalized manuscript for publication, he or she will be sent the Intellect Copyright Consent Form between the author and publisher. This form must be signed and returned to the editor.
- It is a condition of publication that authors assign copyright or license the publication rights of their articles, including their abstracts, to Intellect Ltd, the publisher of IJIA. This enables us to ensure full copyright protection and to disseminate the article and the journal to the widest possible readership in print and electronic formats.
- For additional information on attaining image copyright please refer to the [Intellect Copyright Guidelines](#) and [Copyright Licence Form](#).

## Proofs

- Once the article has been copy-edited, the proofs will be sent to author for review and approval and should be returned to the publisher within 4–5 days of receipt.
- Authors may not make changes other than correcting any printer's errors in their text after the type has been set.

## CITATION GUIDE

The following are examples of the most likely forms of references. They can also be found in the *Chicago Manual of Style Quick Guide* ([https://www.chicagomanualofstyle.org/tools\\_citationguide/citation-guide-1.html](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html)). *Additional notes for clarification have been added by IJIA editorial staff. Note that while we use the Chicago style, we use the British approach to quotation marks within citations.*

Format #1 is used for the first citation of the source. Format #2 is used when the reference has been previously cited in the endnotes.

### **Book**

#### **One author**

1. Michael Pollan, *The Omnivore's Dilemma: A Natural History of Four Meals* (New York: Penguin, 2006), 99–100.
2. Pollan, *Omnivore's Dilemma*, 3.

#### **Two or more authors**

1. Geoffrey C. Ward and Ken Burns, *The War: An Intimate History, 1941–1945* (New York: Knopf, 2007), 52.
2. Ward and Burns, *War*, 59–61.

#### **Four or more authors, list only the first author, followed by et al. ('and others') in shortened note**

1. Dana Barnes, Moe Howard, Curly Howard, and Larry Fine, *Plastics: Essays on American Corporate Ascendance in the 1960s ...*
2. Barnes et al., *Plastics ...*

#### **Editor, translator or compiler instead of author**

1. Richmond Lattimore, trans., *The Iliad of Homer* (Chicago: University of Chicago Press, 1951), 91–92.
2. Lattimore, *Iliad*, 24.

1. Bob Jones, ed., *A Book Title* (Chicago: University of Chicago Press, 1951), 91–92.
2. Jones, *Book*, 91.

1. Bob Jones and Mary Smith, eds, *Another Book Title* (Chicago: University of Chicago Press, 1951), 5.
2. Jones and Smith, *Another Book*, 5.

*Note that the shortened forms do not use ed., eds, or trans.*

### **Editor, translator or compiler in addition to author**

1. Gabriel García Márquez, *Love in the Time of Cholera*, trans. Edith Grossman (London: Cape, 1988), 242–55.
2. García Márquez, *Cholera*, 33.

*Note: 'ed.', 'trans.' [full point]. These abbreviations mean 'edited by' or 'translated by' and are never pluralized here.*

### **Chapter in an edited volume**

1. John D. Kelly, 'Seeing Red: Mao Fetishism, Pax Americana, and the Moral Economy of War', in *Anthropology and Global Counterinsurgency*, ed. John D. Kelly (Chicago: University of Chicago Press, 2010), 80.
2. Kelly, 'Seeing Red', 81–82.
1. Gülru Necipoğlu and Finbarr Barry Flood, 'Frameworks of Islamic Art and Architecture: Concepts, Approaches and Historiographies', in *Companion to Islamic Art and Architecture*, ed. Finbarr Barry Flood and Gülru Necipoğlu (Hoboken, NJ: Wiley-Blackwell, 2017), 2–56
2. Necipoğlu and Flood, 'Frameworks', 43.

*Note: The abbreviation ed. is for 'edited by' and is never pluralized here. (It is only rendered as eds when used in citing an edited volume with multiple editors as a full volume. See above.)*

### **Preface, foreword, introduction or similar part of a book**

1. James Rieger, introduction to *Frankenstein; or, The Modern Prometheus*, by Mary Wollstonecraft Shelley (Chicago: University of Chicago Press, 1982), xx–xxi.
2. Rieger, introduction, xxxiii.

### **Book published electronically**

If a book is available in more than one format, cite the version you consulted. For books consulted online, list a URL, but do not include an access date. If no fixed page numbers are available, you can include a section title or a chapter or other number.

1. Jane Austen, *Pride and Prejudice* (New York: Penguin Classics, 2007), Kindle edition.
2. Philip B. Kurland and Ralph Lerner, eds, *The Founders' Constitution* (Chicago: University of Chicago Press, 1987), <http://press-pubs.uchicago.edu/founders/>, chap. 10, doc. 19.

### **Journal article**

#### **Article in a print journal**

In a note, list the specific page numbers consulted, rather than the full page-range of the article.

1. Joshua I. Weinstein, 'The Market in Plato's *Republic*', *Classical Philology* 104 (2009): 440.
2. Weinstein, 'Plato's *Republic*', 452–53.



### **Article in an online journal**

Include a DOI (Digital Object Identifier) if the journal lists one. If no DOI is available, list a URL, but do not include an access date (since the article will have a publication date).

1. Gueorgi Kossinets and Duncan J. Watts, 'Origins of Homophily in an Evolving Social Network', *American Journal of Sociology* 115 (2009): 411, doi:10.1086/599247.
2. Kossinets and Watts, 'Origins of Homophily', 439.

### **Article in a newspaper or popular magazine**

Dates for published newspaper articles or blog posts should be included in citation. For pages that do not have explicit publication dates, such as an 'about us' or mission statement page, include an access date or, if available, a date that the site was last modified. Because such content is subject to change this will help anchor the content in the citation. Note: All cited online material should have one, and only one, date. Include either the published story/post date *or* an accessed/modified date.

1. Sebastian Modak, 'Don't Sleep on Tunis, a City That's More Awake Than Ever Before', *New York Times*, October 29, 2019, <https://www.nytimes.com/2019/10/29/travel/tunis-tunisia-52-places-to-go>.
  2. Modak, 'Don't Sleep on Tunis'.
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1. 'About Us', Google, accessed March 11, 2009, <http://www.google.com/intl/en/privacypolicy.html>.
  2. 'About Us', Google.

### **Book review**

**For book reviews in scholarly journals, see "Journal Article" above.**

1. David Kamp, 'Deconstructing Dinner', review of *The Omnivore's Dilemma: A Natural History of Four Meals*, by Michael Pollan, *New York Times*, April 23, 2006, Sunday Book Review, <http://www.nytimes.com/2006/04/23/books/review/23kamp.html>.
2. Kamp, 'Deconstructing Dinner'.

### **Thesis or dissertation**

1. Mihwa Choi, 'Contesting *Imaginaires* in Death Rituals during the Northern Song Dynasty' (Ph.D. diss., University of Chicago, 2008).
2. Choi, 'Contesting *Imaginaires*'.

### **Unpublished paper presented at a meeting or conference**

1. Rachel Adelman, "'Such Stuff as Dreams Are Made On': God's Footstool in the Aramaic Targumim and Midrashic Tradition' (paper presented at the annual meeting for the Society of Biblical Literature, New Orleans, Louisiana, November 21–24, 2009).
2. Adelman, 'Such Stuff as Dreams'.

### **Website**

A citation of website content can often be limited to a mention in the text ('As of July 19, 2008, the McDonald's Corporation listed on its website...'). If a more formal citation is desired, it may be styled as in the examples below. Because such content is subject to change, include an access date or, if available,

a date that the site was last modified. *If the URL is no longer accessible, please note the last date when you were able to access the page.* All website citations should have one date included (publication, modified, or accessed).

1. 'Google Privacy Policy', last modified March 11, 2009,  
<http://www.google.com/intl/en/privacypolicy.html>.
2. 'Google Privacy Policy'.

1. 'McDonald's Happy Meal Toy Safety Facts', McDonald's Corporation, accessed July 19, 2008,  
<http://www.mcdonalds.com/corp/about/factsheets.html>.
2. 'Toy Safety Facts'.

### **Blog entry or comment**

Blog entries or comments may be cited in running text ('In a comment posted to *The Becker-Posner Blog* on February 23, 2010,...') instead of in a note. The following example shows the more formal version of the citation. There is no need to add *pseud.* after an apparently fictitious or informal name.

Jack, February 25, 2010 (7:03 p.m.), comment on Richard Posner, 'Double Exports in Five Years?', *The Becker-Posner Blog*, February 21, 2010,  
<http://uchicagolaw.typepad.com/beckerposner/2010/02/double-exports-in-five-years-posner.html>.

### **E-mail or text message**

E-mail and text messages may be cited in running text ('In a text message to the author on March 1, 2010, John Doe revealed...') instead of in a note. The following example shows the more formal version of a note. *If multiple messages are cited from the same author, include the date in the short form.*

1. John Doe, e-mail message to author, February 28, 2010.
2. Doe, e-mail.

For additional information on reference documentation, please refer to the *Chicago Manual of Style* website: [www.chicagomanualofstyle.org](http://www.chicagomanualofstyle.org).