

《神學與教會》投稿須知

(2023年6月修訂)

【神學與教會】

《神學與教會》為具備審稿制度之期刊，旨在提倡以服務教會與社會為目標的處境化神學研究以及裝備基督徒做合宜信仰見證的研究。本刊所探討的內容廣泛，包括聖經研究、神學與文化、實踐神學及不同基督教傳統的對話等。另外，本刊也涵蓋廣義神學探討、社會工作及教會音樂相關領域之學術研究。

《神學與教會》所接受的稿件類型如下：

- 1) 研究論文：原創性學術研究，提出全面性的新成果，具有清楚的方法理論、透徹探討前人研究、明確提出研究目的並提出顯著的成果結論。
- 2) 研究紀要：原創性學術研究，但其研究範圍比研究論文的範圍小。研究紀要通常呈現有限或初步的新成果或觀察（由於缺乏可驗證的資料等原因），或未完全發展的方法或理論，並且對特定學術領域的貢獻有限。
- 3) 書評：見下文【書評投稿須知】。

【研究論文及研究紀要來稿須知】

- 一、徵稿時間：本刊為每年6月出版之年刊，於每年9月1日起至隔年2月15日截稿。
- 二、語言及篇幅：來稿以中文或英文書寫為原則，研究論文中文不超過12000字，英文不超過8000字，而研究紀要中文不超過9000字，英文不超過6000字。
- 三、原創性及版權：來稿切勿一稿多投。來稿須為作者原創作品，無版權疑慮並且未在他處出版過。來稿件被接受後，作者須一併提交版權同意書表明同意內容之著作財產權屬南神出版社。此後，未經編輯委員會許可，該文章不得在其他地方發表。
- 四、稿件要求：
 - (一) 註腳與參考書目：請依照芝加哥寫作格式手冊（CMS）或美國心理學會論文格式（APA）撰寫。
 - (二) 在來稿同時，請提供：(1)中英文摘要、(2)5-7個中英文關鍵詞、(3)包括作者姓名、職稱及職務的個人簡歷。中文摘要400字以內，英文摘要250字以內。個人簡歷中文不超過150字，英文不超過100字。
- 五、學術倫理：作者有責任核實所有引用的參考文獻、忠實聲明內容為曾發表過的研究、所投稿的研究為受資助之研究並已提交出版，並且有責任揭露任何與投稿內容有關之實際或潛在利益衝突。有關來稿內容之著作權問題（含圖、表、照片及長引文

等），作者請於來稿前先行取得著作權持有者之同意。

六、審稿流程：本刊編輯委員會於初審階段在認定來稿不符本刊要旨或不符合基本稿件要求及學術倫理標準下，有權不予採用，無需專家評審。來稿被接受進入審閱程序後，則由一位台南神學院內部評審與一位校外評審進行複審評閱。本刊採用雙匿名審查制度，惟因編輯委員會成員受邀為內部評審除外。如果評審意見分歧，將邀請第二位校外評審評閱稿件。在收到並檢視評審提交的審閱意見後，審查結果分為以下六項：

- (1) 通過，不需修改；
- (2) 通過，須略作修改；
- (3) 通過，須作重大修改並重新審查；
- (4) 通過，須改成研究紀要（僅在研究論文）；
- (5) 不通過，可選擇重新提交；
- (6) 不通過，不採用。

七、出版流程：稿件排版完畢後，作者將在期刊出版前收到修改後的校樣進行最後檢查。

八、來稿方式：來稿應以電子檔形式（Word檔及PDF檔）提交至以下電子郵件地址：E-mail：publish@ttcs.org.tw

台南神學院《神學與教會》編輯委員會

提交稿件時，請提供您的聯繫地址、電話號碼及電子郵件地址。

九、期刊出版後，作者將收到2份期刊、10份抽印本及1份PDF檔。

十、稿酬：期刊出版後將提供致謝稿酬給作者。

【書評投稿須知】

一、本刊編輯委員會歡迎對符合以下條件之書籍進行學術評論：

(1) 具學術價值並與《神學與教會》宗旨與領域相關、(2) 書評投稿至《神學與教會》前兩年內出版之著作。

二、書評長度以1500-2000中文字或1000-1500英文字為原則。標題應包含著作作者名、書名、出版地、出版社、年份和頁數。

三、書評將不進行審查，由編輯委員會決議是否接受並刊登。本刊不刊登南神出版社出版之著作的書評。

四、書評來稿應於每年9月1日起至隔年2月15日之間提交，以電子檔形式（Word檔及PDF檔）提交給編輯委員會（見上述電子郵件地址）。

五、書評作者將在期刊出版後收到1份期刊、5份抽印本和1份PDF檔案。

六、期刊出版後將提供致謝稿酬給書評作者。

台南神學院《神學與教會》編輯委員會

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Theology and the Church

Manuscript Submission Guidelines

(Revised, June 2023)

Theology and the Church

Theology and the Church (TC) is a peer-reviewed journal that aims to promote contextual theological research in service of the church and society and to equip Christians for effective witness. It explores broad topics in biblical studies, theology and culture, practical theology, and diverse Christian traditions. These include various areas of scholarships relating to broadly defined theology, social work, and church music.

The types of manuscripts we accept are as follows:

- 1) **Research Article:** Original academic research containing comprehensive new findings, with clear methods and theory, a thorough investigation of previous research, a clear purpose, and a significant conclusion.
- 2) **Research Note:** An original academic work presenting research of a scope that is narrower or smaller scale than that of a Research Article. Research notes generally contain new findings that are limited or preliminary (due to reasons such as lack of verifiable materials), methods/theory that are not fully developed, and a limited contribution to a particular academic field.
- 3) **Book Review:** See “Submission of Book Review” below.

Submission of Research Articles and Research Notes

- 1 **Submission period:** *TC* is an annual journal published in June. We accept submission of manuscripts from September 1 to February 15.
- 2 **Language and length:** In principle, manuscript submitted to *TC* should be written either in English or Chinese, and should not exceed:
 - 8,000 words in English, or 12,000 characters in Chinese in case of Research Articles.
 - 6,000 words in English, or 9,000 characters in Chinese in case of Research Notes.
- 3 **Originality and copyright:** Submitted manuscript must be the original work of the author, which has not been copyrighted, previously published elsewhere or in the process of being reviewed for publication elsewhere. Once the manuscript is accepted, the author must submit the copyright consent form showing agreement that

the copyright of the article belongs to Tainan Theological College and Seminary (TTCS) Press. Subsequently the article may not be published elsewhere without written permission from TTCS Press.

4 Manuscript requirements:

- Footnotes and the bibliography should follow either the Chicago Manual of Style (CMS) or APA style format.
- Along with your manuscript, please provide 1) an abstract in both Chinese and English, 2) a list of five to seven key words, also in Chinese and English, and 3) a biographical statement including the author's name and title or position. The abstract should not exceed 400 letters in Chinese and 250 words in English. The biographical statement should not exceed 150 letters in Chinese and 100 words in English.

5 Academic ethics: The author is responsible for verifying all cited references, for declaring in case of previously presented research, for acknowledging in the case funded research is submitted for publication, and for disclosing any real or potential conflicts of interest related to the submitted content. The author is also responsible for handling the copyright issues prior to submission of the manuscript in case it contains pictures, illustrations or other copyrighted material.

6 Peer reviewing process: The editorial committee reserves the right to reject submitted manuscript for revision and resubmission without expert review in case it is deemed not in accordance with the scope of *TC* or if the work does not meet the basic manuscript requirements and standard for academic ethics. Once accepted for review, the manuscript will be evaluated by one internal reviewer (someone from TTCS) and one external reviewer (someone from outside of TTCS). The double-blind peer-review method is used, except in cases where a member of the editorial committee becomes an internal reviewer. In case of a split decision by the reviewers, a second external reviewer will be asked to evaluate the manuscript. Upon receipt and review of the evaluations submitted by the reviewers, the manuscript will be 1) accepted with no revisions, 2) accepted with minor revisions, 3) accepted with major revisions for re-review, 4) accepted with a request to change the manuscript into a Research Note (this only applies to manuscripts submitted as Research Articles), 5) rejected with option to resubmit, or 6) rejected.

7 Production process: Once the manuscript is typeset, the author will be given page proofs for review and minor corrections. The author will receive the revised proof for final check prior to the publication of the issue.

- 8 **How and where to submit the manuscript:** Manuscript should be submitted both in Microsoft Word format and PDF to the e-mail address below: E-mail: publish@ttcs.org.tw
Upon submission of manuscript, please provide your contact address, telephone number, and e-mail address.
- 9 **Offprint and PDF:** Upon the publication of the issue, the author will receive 2 copies of the journal, 10 copies of offprint and a PDF file of the article.
- 10 **Honorarium:** An honorarium will be provided to the author after the publication of the issue.

Submission of Book Review

- 1 The editorial committee of the *TC* welcomes scholarly reviews on books that (1) are considered of high academic values and related to the fields and scope of *TC* and (2) were published within two years of the date of submission of the Book Review manuscript to *TC*.
- 2 Length of the Book Review should be about 1500-2000 letters in Chinese and 1000 to 1500 words in English. The heading should contain the author, book title, place of publication, publisher, year, and number of pages.
- 3 Book Reviews will not be peer reviewed. The editorial committee will make the decision on accepting or rejecting book review manuscripts. Please note that the *TC* does not carry reviews of books published by TTCS Press.
- 4 The Book Review manuscript should be submitted between September 1 and February 15, in paper and digital form to the editorial committee (See mailing address and e-mail address above).
- 5 The author will receive 1 copy of the journal, 5 copies of offprint and a PDF file of the Book Review upon the publication of the issue.
- 6 An honorarium will be provided to the author after the publication of the issue.

Editorial Committee, *Theology and the Church*

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