



Mamlūk Studies Review **Editorial Statement and Style Guide** Revised October 2016

Mamlūk Studies Review is an annual, refereed, open access journal devoted to the study of the Mamluk Sultanate of Egypt and Syria (648–922/1250–1517).

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The goals of *Mamlūk Studies Review* are to take stock of scholarship devoted to the Mamluk era, nurture communication within the field, and promote further research by encouraging critical discussion of all aspects of this important medieval Islamic polity. The journal includes both articles and reviews of recent books. Submissions of original work on any aspect of the field are welcome, although the editorial board will periodically issue volumes devoted to specific issues and themes.

Mamlūk Studies Review also solicits edited texts and translations of shorter Arabic source materials (*waqf* deeds, letters, *fatāwá*, and the like), and encourages discussions of Mamluk-era artifacts (pottery, coins, etc.) that place these resources in wider contexts. An article or book review in *Mamlūk Studies Review* makes its author a contributor to the scholarly literature and should add to a constructive dialogue.

Transliterated Middle Eastern languages should conform to the system utilized by the Library of Congress. All questions regarding style should be resolved through reference to *The Chicago Manual of Style*. For further guidance, see the **Style Notes** below.

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Submissions

Review: Articles submitted for publication are read by members of the editorial board and may also be given to outside readers with relevant expertise to assess the value of the work. When this is done, the author's name is removed from the article.

Charges: None. *Mamlūk Studies Review* does not charge any Article Processing Fees (APC) or submission charges.

Format: Submissions should be composed with current word-processing software using a Unicode font (see the websites below for further information). Submissions may be made via email, but authors may be required to send a PDF or printed copy and, if necessary, a CD-ROM or other device which includes the article, all figures and illustrations, and any special fonts used. Articles which diverge widely from the format and style guidelines detailed in this document may not be accepted, and illustrations which do not meet the requirements set forth by the editors may not be usable. See **Text Formatting**, below.

Originality: Submission of an article implies that it is the author's original work and that it has not been simultaneously submitted or published elsewhere. Plagiarism, falsification and other research misconduct will not be tolerated.

Authors are responsible for obtaining permission to publish any material (including images, maps, etc.) under copyright.

Agreement: Authors must agree to the **Memorandum of Understanding between *Mamlūk Studies Review* and Contributing Authors**, available on the *MSR* site and emailed to contributors.

Contact: To submit an article, email the editor, Marlis J. Saleh: msaleh@uchicago.edu.

Text Formatting

MSR is produced using Adobe InDesign. Articles composed in current versions of Microsoft Word, using Unicode fonts, are most easily converted for editing and publication. Preferred fonts include the MEDOC font, Linux Libertine, and Charis SIL (see the links below), though other Unicode fonts may also be used, provided they have all the necessary diacritics.

Authors are advised to use only the most basic formatting, such as bold and italic type, and to avoid attempting to make the work look like a published article in *MSR*. Any special formatting in the documents will be removed, and doing so complicates the conversion process and provides opportunities for errors. If an article requires special formatting, alert the editor in advance and explain what is needed.

The 2012 Alt-Latin keyboard layout, which allows simplified entry of Unicode characters including diacritical marks, ‘ayns and hamzahs on Windows computers, may be downloaded. An older version that may still work on Apple computers is also available.

To download keyboard layouts and printable key maps, the MEDOC font (a legally altered version of Times New Roman), and for links to other fonts and more information, visit <http://mamluk.uchicago.edu/information-for-authors.html>.

By now it should be a simple matter to combine right-to-left and left-to-right scripts in a single document. Unfortunately, most software (notably Microsoft Word) still has a hard time with this, and problems frequently occur, particularly when a document created in one version of the program is opened in another version. In most cases, transliteration is a better choice.

Unless there is a compelling reason to do so, please do not combine Arabic (or other non-Roman scripts) with the text of the article or footnotes. Titles, quotations, phrases and other text should be transliterated. Long excerpts from sources, manuscripts or poetry may sometimes be published in Arabic script, at the editor’s discretion, when doing so is the best way to illustrate the point of the article. Even in such cases, however, it is always better to make sure that the non-Roman material is separate from the text of the article, such as in an appendix, or otherwise outside the flow of the article. It is always best to discuss your article’s use of non-Roman scripts with the editor before submitting it.

Illustrations

Photos, maps, charts, and other graphics may be submitted as hard copies only if they are originals or of original quality and only if there is no way to provide electronic files.

As an electronic publication, *MSR* can publish color or black and white images.

The minimum resolution for graphics files is 300dpi (dots per inch), ideally in a non-compressed (i.e., lossless) file format (TIFF, RAW, DNG). Photoshop (PSD) and Illustrator (AI) files may be acceptable, particularly if they are the original files. Higher resolutions are desirable for materials such as manuscripts and for line drawings, maps, or plans, where detail is important. Scan materials at a minimum of 300dpi (600 dpi if possible) and save in an uncompressed format if possible. Scans should not be saved as JPG if a lossless alternative is available, as the quality of JPG and other compressed (i.e., lossy) formats can be unacceptable. If the original file is a JPG, however, please submit it without converting it to any other format (most cameras save files as JPG by default). Do not re-save, crop or otherwise edit JPG files, as each operation further degrades the image quality. Vector graphics should be submitted in their original format. GIF or PICT files are almost never acceptable. Graphics submitted as PDFs may or may not be acceptable depending on how they were created and from what original source.

Please note that raising an image’s resolution with software (such as Photoshop) or converting from a lossy to a lossless format will NOT result in better image quality. Always keep unaltered, unedited versions of your photographs and other graphics and do any necessary alterations on copies of those originals. A low quality image file can never regain information that was lost through editing, compression or other operations.

If quality is too low for publication, illustrations may be rejected. In some cases, maps and charts may be redrawn to meet format and quality standards, and this may delay publication. Authors are strongly encouraged to contact the editors as early as possible in the submission process with questions about illustrations in order to avoid problems and delays later. Graphics received late may not be included.

For explanations of many of the important issues that need consideration when preparing images for publication, see the excellent guide created by the University of Chicago Press. *MSR* is less strict, but the problems we encounter are the same, as are their solutions.

A basic overview is here: <http://press.uchicago.edu/infoServices/artdigest.html>

A more detailed PDF is here: <http://press.uchicago.edu/dms/ucp/infoServices/artguide.pdf>

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Book reviews

A critical book review should underline both the merits and the shortcomings of the work being reviewed, fairly and specifically. A successful review must be more than a summary: it should also place the work in the context of other studies in the field. Does it supersede an earlier work? Does it utilize an innovative methodology? How does it advance the field? *Mamlūk Studies Review* aims to provide a medium through which our knowledge of the field can be advanced through periodic critique and revision.

It is suggested that reviews of single works should consist of from 1,000 to 1,500 words, while reviews of more than a single work should consist of from 1,500 to 3,000 words.

Style Notes

The Chicago Manual of Style (CMS), serves as the basis for all issues of style. Following are summaries of some of the more important points, as well as exceptions which are likely to be frequently encountered in *MSR* submissions.

Spelling of Common Romanized Arabic Words

- **Place names**

Common place-names should take the common spelling in American English; for example:

Cairo, Damietta, Acre, Mecca, Beirut, Baghdad.

Authors will be expected to define geographical regions and may spell the name as they wish; for example:

Syria or Bilād al-Shām, for geographical Syria; al-‘Irāq for southern Mesopotamia.

Any romanized Arabic place-name that properly carries the definite article should do so:

al-Manṣūrah, not Manṣūrah.

- **Other Words**

Words that may be found in an English dictionary should be spelled as they are found there and not italicized. “Quran” should be spelled without diacritics; it should not be spelled “al-Qur’ān,” “Koran,” or “Coran.”

Dynastic names should be written without diacritical marks, except in romanized text and quotations:

Mamluk (not Mamlūk, except in the *MSR* title), Burji (not Burjī), Bahri (not Baḥrī), Saljuq (not Saljūq), Abbasid (not ‘Abbāsīd), Fatimid (not Fāṭimid), Ilkhanid (not Īlkhānid), Husaynid (not Ḥusaynid), Rasulid (not Rasūlid)

Other than these cases, romanized Arabic should conform to Library of Congress conventions.

Arabic Transliteration

Romanized Arabic in *Mamlūk Studies Review* follows the Library of Congress conventions, briefly outlined below. A more thorough discussion may be found in *American Library Association-Library of Congress Romanization Tables* (Washington, D.C.: Library of Congress, 1991).

ء	’ *	خ	kh	ش	sh	غ	gh	م	m
ب	b	د	d	ص	ṣ	ف	f	ن	n
ت	t	ذ	dh	ض	ḍ	ق	q	ه	h
ث	th	ر	r	ط	ṭ	ك	k	و	w
ج	j	ز	z	ظ	ẓ	ل	l	ي	y
ح	ḥ	س	s	ع	‘ *				
		ة	h, t (in construct)			ال	al-		
		ـَ	a	ـُ	u	ـِ	i		
		ـَـ	an	ـُـ	un	ـِـ	in		
		آ	ā	ؤ	ū	ي	ī		
		اَ	ā	ؤ	ūw	ي	īy (medial), ī (final)		
		ى	á	و	aw	ي	ay		
						ي	ayy		

*Avoid using apostrophes or single quotation marks for ‘ayn and *hamzah*. Instead use the Unicode characters ‘ (02BF) and ’ (02BE). (Alt-p and alt-shift-p on the Alt-Latin keyboard.)

Capitalization in romanized Arabic follows the conventions of American English; the definite article is always lower case, except when it is the first word in an English sentence or in a title. The *hamzah* is not represented when beginning a word, following a prefixed preposition or conjunction, or following the definite article. Assimilation of the *lām* of the definite article before “sun” letters is disregarded. Final inflections of verbs are retained, except in pausal form; final inflections of nouns and adjectives are not represented, except preceding suffixes and except when verse is romanized. Vocalic endings of pronouns, demonstratives, prepositions, and conjunctions are represented. The hyphen is used with the definite article, conjunctions, inseparable prepositions, and other prefixes. Note the exceptional treatment of the preposition *li-* followed by the article, as in *li-l-sultān*. Note also the following exceptional spellings: Allāh,

billāh, lillāh, bismillāh, mi'ah, and ibn (for both initial and medial forms). Words not requiring diacritical marks, though following the conventions outlined above, include all Islamic dynasties, as well as the following terms: Quran, sultan, amir, imam, shaykh, Sunni, Shi'i, and Sufi. Common place-names should take the common spelling in American English. Names of archaeological sites should follow the convention of the excavator.

- **Numbers and Dates**

The Chicago Manual of Style should be consulted for the spelling out of numbers and dates.

Note the following:

Ordinal numbers indicating centuries, including double era dates, should be spelled out, not abbreviated: “the fifteenth century” *not* “the 15th century”; “the ninth/fifteenth century,” *not* “the 9th/15th century” (except, of course, if not spelled out in titles and quotations).

Common era dates (C.E., or A.D.) or Hijri era dates (H., A.H.), including double dates, are not to be indicated (872/1468).

- **Name References**

Do not use initials in proper names unless the named person habitually does so:

correct: H. A. R. Gibb
 J. M. Rogers
 D. S. Richards

incorrect: C. F. Petry, *but rather* Carl F. Petry
 D. Behrens-Abouseif, *but rather* Doris Behrens-Abouseif

Arabic names romanized by the author citing that name should *never* be initialized. (If such a case exists, authors with Arabic names who publish in non-Arabic languages under a romanized name may be initialized if that author customarily does so).

Arabic names with the initial article should be used with the article. Thus, al-Maqrīzī, *NOT* Maqrīzī.

- **Miscellaneous Punctuation**

Double quotation marks should be used for all quotations within a text, except for quotations within quotations, for which single quotation marks are to be used. Check *CMS* for problems of quotations with other punctuation.

Most current software will automatically produce the ellipsis character when the author types three consecutive dots (periods) without adding spaces between them. This is preferable to typing dots and spaces.

Note that dashes used to set off a phrase within a sentence should be em dashes—like these—and not hyphens (in some software an em dash is achieved by typing two hyphens). Note also that spaces are not placed before or after the em dash. See *CMS* for details and for the other types of dash.

Sentences should be separated by only ONE space.

- **Footnotes**

MSR uses footnotes, not endnotes.

MSR uses “ibid.” and “idem” but not “op. cit.” or “loc. cit.”

Ibid. (an abbreviation for ibidem) should be in roman (not italic) text. It “refers to a single work cited in the note immediately preceding. It should not be used if more than one work is given in the preceding note. Ibid. takes the place of the author’s name, the title of the work, and as much of the succeeding material as is identical. It may therefore be used to repeat the complete preceding citation. The author’s name and title are never used with ibid.” (*CMS*)

Note also that “ibid.” may be used *within the same note* “in place of the name of a journal or book of essays in successive references to the same journal or book of essays.” (*CMS*)

Note the following:

¹ Suraiya Faruqi, “In Search of Ottoman History,” in *New Approaches to State and Peasant in Ottoman History*, ed. Halil Berktaý and Suraiya Faruqi (London, 1992), 235.

² Halil Berktaý, “The Search for the Peasant in Western and Turkish History/Historiography,” in *New Approaches to State and Peasant in Ottoman History*, ed. Halil Berktaý and Suraiya Faruqi (London, 1992), 109, 157.

But:

¹ Suraiya Faruqi, “In Search of Ottoman History,” in *New Approaches to State and Peasant in Ottoman History*, ed. Halil Berktaý and Suraiya Faruqi (London, 1992), 235; Halil Berktaý, “The Search for the Peasant in Western and Turkish History/Historiography,” in *ibid.*, 109, 157.

Idem (*not* an abbreviation) should also be in roman (not italic) text. It “may be used in place of an author’s name in successive references within one note to several works by the same person. It is not used for titles, except in legal references. It should not be used in place of *ibid.* to refer to the complete preceding citation.”

Publication information includes place and date of publication, but not the name of the publisher.

After the first reference to a work, and if there are intervening references to other works, citation to the former work should be to the author’s surname and an abbreviated—but easily recognizable—form of the title. Journal titles may be rendered as initials after the first full reference.

- **References to manuscripts**

The title of an unpublished manuscript should be within quotation marks, not italicized.

In footnotes, “manuscript” should be abbreviated MS (without a period) and the plural abbreviated MSS, but in text the words should be spelled out.

Footnote references to manuscripts generally follow the pattern used by the library that owns the manuscript. However, generally the reference should contain information in the following order:

Library name, MS, Collection name, Number, Folio
 For example: Bodleian MS Digby Or. 28, fol. 392r
 or: Chester Beatty MS 5527, fols. 78v–79r
 Bibliothèque National Suppl. Ar. No. 471

Köprülü 1027

Note the absence of commas except before the folio.

Note the abbreviations of recto and verso.

Note also some libraries' conventional abbreviation of Oriental, Arabic, etc.

Note that conventional usage for some libraries rearranges the above order.

For example: Dār al-Kutub MS 99 *tārīkh*
 MS Ahmet III 2951
 Dār al-Kutub MS 442

In notes, frequently repeated subsequent references to the second example above, for example, may read: CB 5527; particularly if the article concerns that manuscript. Otherwise, just repeat the entire reference.

- **Standard reference works**

After the first reference to Brockelmann's *Geschichte der arabischen Litteratur*, it may be abbreviated *GAL*. Supplement volumes are numbered S1 and S2.

References to articles in *The Encyclopaedia of Islam* or *Encyclopédie de l'Islam* do **not** correspond to the format recommended in the *CMS*, which does not include the author's name. As with the *CMS*, it is necessary to state the edition.

Rudi Paret, "Sīrat Baybars," *The Encyclopaedia of Islam*, 2nd ed., 1:1126–27.

M. Sobernheim, "Ḳa'itbey," *The Encyclopaedia of Islām*, 1st ed., 2:663–64.

M. Talbi, "Ibn Khaldūn," *Encyclopédie de l'Islam*, 2nd ed., 3:849–55.

According to the edition, subsequent entries may be abbreviated with *EI*² or *EI*¹ (authors are expected to cite consistently either the English or the French versions of *EI* throughout their articles):

Franz Rosenthal, "al-Birzālī," *EI*², 1:1238–39.

M. Talbi, "Ibn Khaldūn," *EI*², 3:849–55.

Because the reprint of the first edition is divided into smaller volumes, it is necessary to indicate that the reprint edition is being cited:

M. Sobernheim, "Mamlūks," *The Encyclopaedia of Islam*, 1st ed. (reprint), 5:216–19.

M. Sobernheim, "Mamlūks," *EI*¹ (reprint), 5:216–19.

Footnote examples

Following are some examples showing the correct footnote treatment of various types of sources:

¹ H. A. R. Gibb, "The Achievement of Saladin," *Bulletin of the John Rylands Library* 35 (1952–53): 44–60; reprinted in *Studies on the Civilization of Islam*, ed. Stanford J. Shaw and William R. Polk (London, 1962), 89–107; idem, "The Career of Nur al-Din," in *A History of the Crusades*, ed. Kenneth M. Setton (Madison, 1955–89), 1:513–27, esp. 514–16; and idem, "The Rise of Saladin," in *ibid.*, 563–89. Gibb's near-apotheosis of Saladin should not be allowed to obscure his political acumen. Claude Cahen, "L'Islam et la Croisade," *Relazione del X Congresso internazionale dei scienze storiche, Roma 1955: Storia del medio evo* (Florence, 1955), 625–35. Emmanuel Sivan, *L'Islam et la Croisade: Idéologie et propagande dans les réactions musulmanes aux Croisades* (Paris, 1968).

² A detailed list of his public works and charitable foundations is given in the contemporary

biography written by ‘Izz al-Dīn ibn Shaddād, edited by Ahmad Hutait as *Die Geschichte des Sultan Baibars*, Bibliotheca Islamica, vol. 31 (Wiesbaden, 1983), 339–59. On his administration of religious institutions, see Joseph Escovitz, *The Office of Qādī al-Qudāt in Cairo under the Bahrī Mamlūks*, Islamkundliche Untersuchungen, vol. 100 (Berlin, 1984). On Khaḍir al-Mihrānī, see Peter M. Holt, “An Early Source on Shaykh Khaḍir al-Mihrānī,” *BSOAS* 46 (1983): 33–49; Thorau, *Lion of Egypt*, 225–29.

³ Ibn Iyās, *Badā’i’ al-Zuhūr fī Waqā’i’ al-Duhūr*, ed. Muḥammad Muṣṭafá (Wiesbaden-Cairo, 1961–75), 3:164 f., 329 f.; al-Jawharī al-Ṣayrafī, *Inbā’ al-Ḥaṣr bi-Abnā’ al-‘Aṣr*, ed. Ḥasan Ḥabashī (Cairo, 1970), 480 f.; al-Sakhāwī, *Al-Daw’ al-Lāmi’ li-Ahl al-Qarn al-Tāsi’* (Cairo, 1896), 6:205 ff.; Quṭb al-Dīn al-Nahrawālī, *Al-I‘lām bi-A‘lām Bayt Allāh al-Ḥarām*, ed. Ferdinand Wüstenfeld (Tübingen, 1857; repr. Beirut, 1964), 104 f., 223, 225 f., 229 ff.; al-Samhūdī, *Wafā’ al-Wafā bi-Akhhār Dār al-Muṣṭafá*, ed. Muḥammad Muḥyī al-Dīn ‘Abd al-Ḥamīd (Beirut, 1401/1981), 2:639–47, 710–17; Mujīr al-Dīn, *Al-Uns al-Jalīl bi-Tārīkh al-Quds wa-al-Khalīl* (Amman, 1973), 2:325 ff.

⁴ Al-Nuwayrī, *Nihāyat al-Arab*, 31:364–65. See also al-‘Aynī, “‘Iqd al-Jumān fī Tārīkh Ahl al-Zamān,” Istanbul, Süleymaniye Kütüphanesi MS Hacī Beṣīr Ağa 457, fol. 292v.

⁵ See Lajos Fekete, *Die Siyāqat-Schrift in der türkischen Finanzverwaltung*, vol. 1, Einleitung, Textproben (Budapest, 1955), 13–33.

⁶ See Felicitas Jaritz, “Auszüge aus der Stiftungsurkunde des Sultan Barqūq,” in *Madrassa, Hānqāh und Mausoleum des Barqūq in Kairo*, ed. Saleh Mostafa, Abhandlungen des Deutschen Archäologischen Instituts Kairo, Islamische Reihe, vol. 4 (Glückstadt, 1982), 118, 168–69.

⁷ Howyda N. al-Harithy, “The Complex of Sultan Hasan in Cairo: Reading between the Lines,” *Muqarnas* 13 (1996): 68–79, based on her “Urban Form and Meaning in Bahri Mamluk Architecture” (Ph.D. diss., Harvard University, 1992).