

# Writers' Guidelines for St Francis Magazine

We welcome your submissions. Thank you for considering writing for us and for the many missionaries and others who will read your insights.

If your native language is not English, we are happy to help you write your articles for us. You may write in your native tongue and we will have it translated, or you may write in English and we will make sure the English of the published article is perfect!

## **QUERIES**

If you are not sure that an article is suitable for St Francis Magazine, please send a query to the editor first. The query should describe briefly what you will be arguing, how you will develop the argument, and its importance and appeal. This will be sent to a group of reviewers who will need some detail of what you will say in order to tell if it will be suitable.

Please explain your qualifications for writing on the subject. These need not be academic or indeed official, and may include personal experience. This will be treated with confidence. You may publish under a pseudonym. An example or two of your writing will help if you have not written for us before.

Please note that a positive response to a query does not guarantee acceptance of the submitted article. The article will still be evaluated by an editorial committee of three people. If necessary, the editor will try to assist you to meet our standards and write in our form. Where these are achieved, the article will be accepted.

## **OUR CHRISTIAN VIEWS AND GENERAL GUIDELINES**

St Francis Magazine publishes an eclectic range of articles based on the editorial board's (fallible) understanding of what is of importance to Christian mission in the Arab World.

Our main interest is the engagement of the Church of Jesus Christ with Muslims, of interest and value to Christians and missionaries in the Arab World. We like to publish articles on the cutting edge of the Church, mission and Islam. We also publish more general articles on the Church, Islam and mission in the Arab World, for instance articles with an historical, sociological or anthropological angle.

We believe that the Churches of the Arab World must be in the driving seat in the development of a proper missiology for the Arab World. We also believe that a proper missiology must be based on a traditional understanding of the Christian faith as expressed in the Ecumenical Creeds of the Church. Articles that undermine this Christian view will not be accepted. In missiology much can be debated, and our aim is to stimulate debate. However, we have some solid parameters. Our commitment to the triune God as revealed in the Christian Scriptures and ultimately in his Son Jesus Christ is central.

We also hold that good missiology can never be separated from good ecclesiology. As Jesus Christ expresses Himself through His Body, the Church, those who proclaim Him can never do so in an individualist manner, but only in communion with the Church.

We will consider an article that has appeared elsewhere if, 1) the readership of the magazine or website where it first appeared does not overlap with ours and 2) you are willing, if necessary, to rework the article for our purposes. You must own the copyright to the article. Of course, original submissions are much more likely to be accepted.

We try to publish articles that are readable but not popular, substantive but not academic. We try to treat more theoretical matters in this context. An article needs to be clear in its application and to explain the this-worldly effects of being right or wrong. We seldom publish devotional articles or sermons.

## **AUDIENCE**

Articles should be written for a broad audience of traditional Protestant, Orthodox and Catholic believers. You should use language acceptable to all these traditions, avoiding "insider" language and your own jargon. Do not assume the readers' agreement on points at which these three traditions disagree. Articles of interest to one group only will usually be rejected. You can, however, and indeed should speak honestly from your tradition, offering its special resources. As a rule, write for a friend from the tradition least like your own, and to whom you want to convey your values.

The readership is a mix of missionaries, scholars, clerics and lay-people with an interest in the Church, mission and Islam in the Arab World. including Christians and non-Christians. For this reason, we use stories to illustrate the claims, identify everyone quoted or referred to, making the argument and the structure of the article explicit, translating technical terms into common language, and avoiding the tedious scene-setting introductions and endless qualifications typical of academic writing.

## **LENGTH, STYLE ETC.**

We accept articles of almost any length (even books if you like) but a query is wise before you start writing your *magnum opus*.

We like you to use headings and subheadings. Please number those as follows:

TITLE OF YOUR ARTICLE

Introduction

1. HEADING

1.1 Subheading

1.1.1 Sub-subheading

Please submit your article in Times New Roman, size 10.

Use as little **bold** and *italics* as possible, and do not underline.

Please use endnotes, not footnotes, for referencing sources used, and for additional content. Between your article and its endnotes, please place your bibliography.

We prefer not to use Arabic script, as many readers cannot read that. Instead we like to transliterate Arabic, according to the system of the Library of Congress of the USA. You may download that system in a pdf-file by clicking [HERE](#).

For an example of an article based on these rules, please click [HERE](#).

## **SUBMISSION & REVIEW**

All submissions are to be accompanied by a cover letter introducing yourself, describing your article, and containing your contact information (name, e-mail and postal addresses and phone number). Please include a brief biographical note of 50 to 60 words that can be published with your article, specifying your profession or occupation, your latest book or other identifying mark (office in a national organization, for example), your family (if you wish), and your church affiliation. If you want to use a pseudonym, that is fine, but as editors we need to know who you are!

Articles should be submitted by e-mail, as an attached file (Microsoft Word is best) addressed to the editor, John Stringer at [editor@stfrancismagazine.info](mailto:editor@stfrancismagazine.info).

Submissions are reviewed by an ecumenically, academically, vocationally, and otherwise diverse group of reviewers, which includes editors (senior and contributing) and outside readers. You should hear from us within 30 days.

The articles in St Francis Magazine are closely edited. Submitting an article indicates agreement to work with the editor in creating an article in our style and to our standards. This includes length of paragraph and level of vocabulary, clarity of the prose and argument, the value of the evidence, and the like.

## **RIGHTS**

St Francis Magazine reserves the right to the first publication of an original article, with the following conditions: that 1) it does not appear elsewhere (including web pages) for 6 months from the date of publication in St Francis Magazine, 2) whenever it is reprinted elsewhere (including web pages) the following notice be included: "This article first appeared in the \_\_\_\_\_ issue of St Francis Magazine ([www.stfrancismagazine.info](http://www.stfrancismagazine.info))", 3) we retain the right to use a portion or description of your article in our promotional materials, and 4) we retain the right to use your article in any St Francis Magazine publication, be that in electronic form (online, cd-rom, etc.) or on paper.

John Stringer (July 2007)