NOUVELLES CHRONIQUES DU MANUSCRIT AU YÉMEN

Updated 2026

Stylesheet

ARTICLES IN ENGLISH

The following stylesheet is intended to assist Authors in preparing their articles in accordance with the *Nouvelles Chroniques du manuscrit au Yémen* (*nCmY*) journal's style. Some specific questions might therefore not be addressed here. Authors are requested to follow the recommendations in this stylesheet as closely as possible. Final adjustments will be made by the editor after submission. As for more general guidelines, Authors are asked to refer to the most recent edition of the *Chicago Manual of Style* (American English) or the *Oxford Guide to Style* (British English). Please be consistent in using either British or American spelling. Texts should be grammatically sound. If you are not a native English speaker, it is recommended that you have your text checked by someone (preferably an academic) who is.

Transliteration System

A. Arabic

The transliteration system for Arabic broadly follows the system of *Arabica,* https://brill.com/fileasset/downloads_products/Author_Instructions/ARAB.pdf or ISO 233-2 : 1993 https://www.iso.org/obp/ui/fr/#iso:std:4118:fr with some modifications due to the choice of a Transliteration System.

1. Consonants

أ	ʾ	ض	*ḍ*
ب	*b*	ط	*ṭ*
ت	*t*	ظ	*ẓ*
ث	*ṯ*	ع	ʿ
ج	*ǧ*	غ	*ġ*
ح	*ḥ*	ف	*f*
خ	*ḫ*	ق	*q*
د	*d*	ك	*k*
ذ	*ḏ*	ل	*l*
ر	*r*	م	*m*
ز	*z*	ن	*n*
س	*s*	ه	*h*
ش	*š*	و	*w*

ص	*ṣ*	ي	*y*

Do not use word-initial *ʾ* (*hamza*)

2. Vowels
a/*ā*, *i*/*ī*, *u*/*ū*.

3. Diphthongs
ay, aw.

4. Definite Article
No distinction is made between solar and lunar letters (e.g.: *al-šams, al-qamar, Kitāb iḥyāʾ ʿulūm al-dīn*).

5. *tāʾ marbūṭa*
Final *tāʾ marbūṭa* is transliterated *-a* (e.g.: *risāla*).

6. Possessive or genitive constructions (*iḍāfa*)
In possessive or genitive constructions, the *tāʾ marbūṭa* followed by a complement is transliterated *-at* (e.g.: *Risālat al-tawḥīd*).

7. Prepositions preceding definite and indefinite nouns or pronouns
Whenever prepositions are prefixed to definite and indefinite nouns or to pronouns, they are separated by a hyphen. The article (*al-*) is maintained in full (e.g.: *fī al-bayt, bi-al-ʿaql, li-al-mamlūk, bi-allatī, li-allaḏīna*).

9. Conjunctions *wa-* and *fa-*
Hyphens are also used between such conjunctions as *wa-* and *fa-* and definite and indefinite nouns. The article (*al-*) is maintained in full (e.g.: *wa-al-mušāhada, fa-al-mušāhada*).

10. Prepositions and conjunctions before word-initial *hamza*
Such nouns are maintained in full (e.g.: *li-istiqbāl, wa-istiqbāl, li-amr, wa-amr*).

11. Suffix Pronouns
Suffix pronouns are not separated from nouns (i.e. no separation marks) (e.g.: *kitābuhu, kitābuhā*).

12. *Šadda*
Double *yāʾ* in relative adjectives and abstract nouns is transliterated as follows: *ʿarabī*, but *ʿarabiyya, ʿinda al-faransiyyīn, al-insāniyya.*

13. Personal names
Articles are fully maintained. *Ibn* is abbreviated *b.*; however, keep *Ibn* whenever it comes first in personal names (e.g.: ʿAlī b. Abī Ṭālib, Ibn al-Hayṭam).
At the start of a sentence or at the start of a heading, capitalise the "a" of the article "*al-*".

14. Book/manuscript titles
At the start of a sentence or at the start of a heading, capitalise the "a" of the article "*al-*" (e.g.: *Al-muġnī fī ruʾūs masāʾil al-ḫilāf*).

15. Titles, dynasties and toponyms
Names of titles, dynasties and toponyms are transliterated, except those found in the *Oxford English Dictionary* (e.g. Vizier, Abbassid). For some toponyms, a fixed spelling is used (e.g.: Sanaa).

B. Transliteration of languages other than Arabic:
Please contact the Editorial board.

Typographic Norms

- For Latin script, Unicode fonts should be used throughout, preferably Brill, https://brill.com/page/510271, failing that Times New Roman, Gentium or JaghbUni, font size 12 pt, single-spaced, margins 2.5 cm; for Arabic use Arabic Typesetting https://arabicfonts.net/fonts/arabic-typesetting-regular, font size 18 pt.
- Justification: Type all paragraphs "flush left"; no paragraph justification, no indentation.
- Hyphenation: switch off hyphenation.
- Bold and italics: Words that do not figure in English dictionaries should be in *italics*; avoid using **bold** characters but use *italics*; underlined text must be avoided unless for very specific cases and only after prior consultation with the editor.
- Dates: Islamic dates should be given in the form 3rd/9th century. Date of birth, date of death and dates of dynasty are written with half-dash as follows: Abū al-Ḥasan al-Hamdānī (280/893–360/970), Abbasids (132/750–656/1258).
- Capital letters: do not use capital letters or small caps for proper names in the text.
- Abbreviations: Abbreviations should follow the *Oxford English Dictionary*. Use the following: no./nos; fol./fols; r (recto) and v (verso).
- Units of measurement: g (gram), kg (kilogram), l (litre), hl (hectolitre); no full stops.
- Arithmetic signs: use × for multiplication rather than x.
- Use full stops without space for initials in personal names: S.D. Goitein, E.J. Brill.
- Non-breaking spaces: use between an initial and a surname, between p. and the page number, etc (S.D. Goitein, pp. 3–4, etc.). To insert a non-breaking space, proceed as follows:

  1. in Word:

     a. from the drop-down menus: "Insert" menu, "Symbols" tab, then "Other symbols", click on the "Special characters" command, then on the tab of the same name, "Non-breaking space";

     b. From the keyboard: in Word: Ctrl + Shift + Space.

  2. On the Mac:

     Option (Alt) + Space

Punctuation

- Follow the English system of punctuation.
- To make a break between parts of a sentence use the em dash "—"; do not confuse with hyphen (-) and en dash (–).
- Quotation marks: use double quotes "…"; quotation within quotation stands between French brackets, i.e. « blabla ».

Citations & text editions

For quotations within text, use double quotation marks. Block quotations of more than three lines should be indented (1 cm, size 11) and without quotation marks. Words and quotations in italic transliteration do not need quotation marks. Quotations of words or text in Arabic are permitted whenever they assist comprehension of the passage, and, in particular, for longer texts (size 16). Critical editions are typed in the original language rather than in transliteration. Punctuation marks should be avoided in Arabic, Persian etc. if they do not appear in the original text.

For citations of the Qurʾan, indicate the name and number of the sura, like this: Qurʾan, 2, "Al-baqara", v. 1–2.

Bibliography and footnotes

A. Bibliography

Full references should be provided in the bibliography at the end of the article.
Bibliographies at the end of articles may include references that are not cited in the text. Authors are requested to provide First Names of authors as completely as possible.
Publications by the same author appear in chronological order (from the oldest to the most recent).

Sources

As the first part of the bibliography, a section should be created with the manuscripts referred to in the article or on which the study is based, followed with by separate section for Printed sources

a. Manuscripts

Ibn al-Muqriʾ (d. 837/1433), *ʿUnwān al-šaraf al-wāfī fī ʿilm al-fiqh wa-al-ʿarūḍ wa-al-tārīḫ wa-al-naḥw wa-al-qawāfī*, MS Arab O. 20, Budapest, Library of the Hungarian Academy of Sciences.

Al-Ḫazrağī (d. 812/1410), *Al-kifāya wa-al-iʿlām fī man waliya al-Yaman*, Or. 6941, London, The British Library.

b. Printed sources

Balāḏurī (d. 279/892), *Futūḥ al-buldān,* ed. M.J. De Goeje, Leiden, E.J. Brill, 1863–1866, 2 vols.

Yāqūt (d. 626/1229), *Muʿğam al-buldān*, ed. Farīd ʿAbd al-ʿAzīz al-Ğundī, Beirut, Dār al-kutub al-ʿilmiyya, 1410/1990 [1st ed.], 5 vols.

"Kamarān", Yāqūt (d. 626/1229), *Muʿğam al-buldān*, ed. Farīd ʿAbd al-ʿAzīz al-Ğundī, Beirut, Dār al-kutub al-ʿilmiyya, 1410/1990 [1st ed.], vol. 4, no. 10382, p. 544.

Studies

c. Books

Goitein, Shelomo Dove & Mordechai Akiva Friedman. 2008. *Indian Traders of the Middle Ages: Documents from the Cairo Geniza. "India Book"*, Leiden/Boston, E.J. Brill, ser. "Études sur le Judaïsme Médiéval", 31.

Grohmann, Adolf. 1952. *From the World of Arabic Papyri*, Cairo, Al-Maaref Press, ser. "Royal Society of Historical Studies".

Köhler, Michael A. 1991. *Allianzen und Verträge zwischen fränkischen und islamischen Herrschern im Vorderen Orient*, Berlin/New York, de Gruyter, ser. "Studien zur Sprache, Geschichte und Kultur des Islamischen Orients", New Series, vol. 12.

Rāġib, Yūsuf. 1985. *Marchands d'étoffes du Fayyoum au IIIe/IXe siècle d'après leurs archives* (*actes et lettres*). *II : La correspondence administrative et privée des Banū ʿAbd al-Muʾmin*, Cairo, Institut français d'archéologie orientale, ser. "Supplément aux Annales islamologiques", cahier 5.

Al-Salimi, Abdulrahman S. & Wilferd Madelung (eds). 2018. *Ibāḍī Texts from the 2nd/8th Century*, Leiden/Boston, E.J. Brill.

Schneider, Madeleine. 1983. *Stèles funéraires musulmanes des îles Dahlak* (*mer Rouge*), Cairo, Institut français d'archéologie orientale, ser. "Textes arabes et études islamiques", 191–2, 2 vols, vol. 1, Introduction, documents et indices.

d. PhD Dissertation

Tawaf, Muhammad. 2020. "L'évolution de la politique d'archivage au Yémen, des origines (années 1960) jusqu'aux évolutions technologiques actuelles", PhD Dissertation, Paris, École nationale des Chartes.

The name of the supervisor is optional.

e. Dictionaries, encyclopaedias

Servier, Jean (dir.). 1998. *Dictionnaire critique de l'ésotérisme*, Paris, Presses universitaires de France.

Smith, G. Rex, "Ṣulayḥids", *EI²*.

f. Journal article

David-Weill, Jean. 1951–1952. "Un papyrus arabe inédit du Musée du Louvre", *Semitica* 4, pp. 67–71.

g. Article in collective volume

Guesdon, Marie-Geneviève. 2010. "Les pages de titre dans les manuscrits arabes datés antérieurs à 1500", in: Robert M. Kerr & Thomas Milo (eds), *Writings and writing from another world and another era. Investigations in Islamic Text and Script* in Honour of Dr Januarius Justus Witkam Professor of Codicology and Palaeography of the Islamic World at Leyden University, Cambridge, Archetype, pp. 197–211.

h. Book review

Burak, Guy. 2018. [Review of: Brinkley Messick, *Shari'a Scripts: A Historical Anthropology*, New York, Columbia University Press, 2018, 534 p. ISBN: 9780231541909], *Review of Middle East Studies* 52/2, pp. 415–418.

B. References in footnotes

References should readily identify the sources. Therefore, ibid., op. cit., loc. cit. must be avoided, and only used when it refers to the same publication cited more than once in the *same* footnote.

Sources

Balāḏurī (d. 279/892), *Futūḥ al-buldān*, 1863–1866, vol. 1, p. 15.

Yāqūt (d. 626/1229), *Mu'ǧam al-buldān*, 1410/1990, 5 vols.

Yāqūt (d. 626/1229), "Madīnat al-Salām", *Mu'ǧam al-buldān*, 1410/1990, vol. 5, no. 11009, p. 94.

Studies

Abbreviated references are allowed, but with date of publication.

a. Books

A. Grohmann, *From the World of Arabic Papyri*, 1952, p. 6.

M. Schneider, *Stèles funéraires*. Vol. 2 : Tableaux et planches, 1983, pl. XLVII, A.

M. Schneider, *Stèles funéraires*, 1983, vol. 1, pp. 210–211.

S.D. Goitein & M.A. Friedman, *Indian Traders*, 2008, p. 448.
Y. Rāġib, *Marchands d'étoffes du Fayyoum. II : La correspondence administrative et privée des Banū ʿAbd al-Muʾmin*, 1985.
A.S. al-Salimi & W. Madelung (eds), *Ibāḍī Texts from the 2nd/8th Century*, 2018.
b. PhD Dissertation
M. Tawaf, "L'évolution de la politique d'archivage au Yémen, des origines (années 1960) jusqu'aux évolutions technologiques actuelles", 2020.

c. Dictionaries, encyclopaedias
J. Servier (dir.), *Dictionnaire critique de l'ésotérisme*, 1998.

G.R. Smith, "Ṣulayḥids", *EI²*.
For longer articles of the *Encyclopaedia of Islam* provide also the page(s) referred to. In this case, please specify whether you refer to the French or English edition [in square brackets].

d. Journal article
J. David-Weill, "Un papyrus arabe inédit du Musée du Louvre", 1951–1952, p. 69.

e. Article in collective volume
M.-G. Guesdon, "Les pages de titre dans les manuscrits arabes datés antérieurs à 1500", 2010, p. 200.

f. Book review
G. Burak, [Review of: Brinkley Messick, *Shariʿa Scripts: A Historical Anthropology*, 2018], 2018, p. 416.

C. Online publications
Provide complete URL. URL should be in Gentium, size 11 (main body, https://software.sil.org/gentium/download), and 9 (footnotes). The month of publication of the *nCmY* (i.e. January and July) will be considered as the latest date of access.

D. Documents
Mention repository, shelf mark or collection, e.g. Berol, 6803; Louvre, JDW 2.

E. Abbreviated titles
Avoid abbreviated titles for journals and books, except for such common works as *EI²*, *GAL*, *GAS*. For these works provide full titles at first occurrence and abbreviated titles in brackets.

Institutional names
Capitalize the full names of institutions. Articles (a, an, the), coordinating conjunctions and prepositions are lowercased. It may be useful to provide links to websites of less well-known institutions. Capitalization of institutional names in other languages than English must follow the normal practice for the language in question (e.g. for French institutions the norm of the *Imprimerie nationale* must be followed; see also the French guidelines).

Acronyms

Acronyms (organisms, institutions, firms…) must only be used at the second mention of the name they abbreviate. They appear in block letters, without dots, like this: RMN, BnF, BL.
[N.B. Some very well-known and easily pronounced acronyms are written in lower case, with the first letter capitalized, e.g. Afnor, Benelux, Unesco, etc.].

Illustrations, figures, tables, and maps

- Illustrations, figures, tables, and maps may be included in the article, either within the text when explicitly requested by the author, or at the end. Black & white illustrations may be used. Pictures must be submitted in digital form and high resolution (300 *dpi* minimum), ideally as *.tif* or *.jpeg*. Should these formats pose any problems or should you have specific requirements, please contact us as soon as possible.
- Line illustrations and maps are welcome and must fit within the text area. Please bear in mind that any such material must be readable after uploading.
- Captions will be placed below illustrations, figures, tables, and maps.

Please contact the secretary of the journal with any questions at secr.cmy@gmail.com.

The Editorial board of *nCmY*
Paris, 2026.