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Judaica Librarianship supersedes the AJL Bulletin, which ceased publication with vol. 17, no. 2, Winter 1983. Vol. 1, no. 1 of JL was dated Fall 1983. Starting with vol. 12, the journal will appear annually, with one issue per volume.

Subscriptions include membership in the Association of Jewish Libraries. Rates: $50 a year for individuals and institutions; $30 for students and retirees. Additional information (including a membership form) is found on the AJL website: http://www.jewishlibraries.org/ajlweb/join.htm. Send change-of-address notices to: Yossi Galron, AJL Vice President for Membership, PO Box 3816, Columbus, OH 43210-0816 USA (galron.1@osu.edu). Some back issues and reprints of individual articles are available from: Dr. David J. Gilner, Hebrew Union College Library, 3101 Clifton Ave., Cincinnati, OH 45220. Microfilms of back issues are available from the American Jewish Periodical Center at Hebrew Union College, Cincinnati. This volume is printed on permanent paper.

Past and current issues of Judaica Librarianship are indexed in the following online and print resources: ERIC, Genealogical Periodical Annual Index, Index of Articles on Jewish Studies (RAMBI), Index to Jewish Periodicals, Index to Social Sciences and Humanities Proceedings, Information Science Abstracts, Internationale Bibliographie der Zeitschriftenliteratur, Library and Information Science Abstracts, Library Literature, and the MLA International Bibliography. In addition, starting with volume 12, articles in JL are available full-text via EBSCO’s LISTA and Academic Search Complete databases.

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To place an ad, contact the AJL advertising representative, Gloria Jacobs (gigij@rogers.com).
GUIDELINES FOR CONTRIBUTORS

Scope and Policy

Judaica Librarianship is devoted to the organization and management of Judaica and Hebrew materials of all types. The editors welcome articles on all aspects of the Jewish library and book worlds. The journal is not designed to duplicate existing publication. (See the Guidelines for Reviewers, below.)

Articles published elsewhere are not ordinarily considered for publication. Exceptions are extensively revised and updated versions of papers included in the AJL Convention Proceedings. Authors are requested to include a cover note to the editors describing any prior versions that might be considered duplicate publications. The cover note should also include the author’s e-mail address and daytime and evening phone numbers.

All submissions are refereed by experts and are edited or abridged in accordance with the decisions of the editorial board. Manuscripts must be in English.

Format and Submission of the Manuscript

Articles and reviews must be submitted to the editor electronically, via e-mail attachment or on disk, either as a Microsoft Word document (.doc) or in Rich Text Format (.rtf). In addition, a hard copy of each manuscript should be mailed to the editor. Manuscripts should be double-spaced (including tables and references), in 12-point type on 8.5 x 11 inch or A-4 paper, with margins of at least one inch (2.5 cm) on all four sides to allow for editing. Manuscript pages should be numbered consecutively.

Authors are advised to keep a copy of the original manuscript and all accompanying illustrative matter, as well as a copy of the edited manuscript until the issue is published.

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MANUSCRIPT LENGTH

Articles, reviews, columns, and letters of varying lengths are accepted. A manuscript may be approximately 5–30 typed pages, double-spaced (including references and abstract), in 12-point type. Typical peer reviewed articles are 12–20 pages in length (3,000-8,000 words); column pieces tend to be shorter. Lengthier manuscripts may be considered but only at the discretion of the editors-in-chief.

Structure and Style of the Text

The general style of manuscripts for this journal should follow the latest edition of The Chicago Manual of Style. Each article or review must include:

(continued on inside back cover)

A concise, informative title;  the full names of all authors;  Names of the institutions with which they are affiliated, along with the city and state or country in which they are located;  An informative abstract containing 100–200 words.  A brief biographical note, with full professional titles, institutional affiliations, and e-mail address and other contact information, plus pertinent details regarding experience/handground related to the subject matter of the manuscript. This should appear at the conclusion of the manuscript.  The text of the article should be broken up by appropriate section headings, etc. Introduction. Conclusions. Acknowledgments and acronyms used in the text should be spelled out the first time they are used, e.g., Association of Jewish Libraries (AJL).  Romaniization

Romaniization is required for Hebrew and Yiddish words, phrases, and titles included within the text of an article. The Library of Congress systems for romanization of Hebrew and Yiddish, and the YIVO system for romanization of Yiddish should be used. In addition, both romanized and original-alphabet data for Hebrew citations should be included in a list of bibliographic references at the end of the manuscript. Each romanized reference should appear in the general alphabetizeic sequence of references arranged by author, with the Hebrew reference immediately following the romanized one. Full bibliographic data should appear in both the Hebrew and romanized references.

References

Authors should take responsibility for the provision of complete and accurate bibliographic references. Full journal titles, rather than abbreviations, should be given in bibliographic references. Textual footnotes should be used sparingly. The preferred method of referencing is the author-date system, also known as the Harvard System of Citation. For additional background, see The Chicago Manual of Style, 15th edition, revised (Chicago: University of Chicago Press, 2003). Here are some brief instructions on the use of the system:

- When a statement is a result (or part of a result) of a source, indicate the author or producer, and the work itself (part of a series, the purpose and contents of the work. Whether the work meets the stated objectives of the author or producer, whether the work meets scholarly standards, etc.). Critical comments pertaining to the technical aspects of the work (arrangement of material, order of chapters, bibliographic note, the quality of the interface, etc.) may be included in this section.

- Basic criticism, including the reviewer’s opinions and final judgment of the work, should be placed toward the end of the review.

- Note to publishers: Judaica publications other than reference books, works of professional interest, and new periodicals should be sent to review editors for the AJL Newsletter, as outlined in that publication’s methods, http://www.jewishlibrarians.org/ajlweb/publications/newsletter.htm.

GUIDELINES FOR REVIEWERS

Reviews of reference books, works of professional interest, CD-ROMs, websites, and other electronic resources are expected to include descriptions, evaluations, and critical comments (preferably in this sequence).

The descriptive part should acquaint the reader with both the purpose and contents of the work. Basic information about the author or producer, and the work itself (part of a series, illustrations, etc.) may be included in this portion of the review.

The evaluation of the material should consist of an objective examination of the contents, a spot-checking of sources, and summarization of findings (whether the work meets the stated objectives of the author or producer, whether the work meets scholarly standards, etc.). Critical comments pertaining to the technical aspects of the work (arrangement of material, order of chapters, bibliographic note, the quality of the interface, etc.) may be included in this section.

Basic criticism, including the reviewer’s opinions and final judgment of the work, should be placed toward the end of the review.