

Quartz Hill Journal of Theology Contributor's Guidelines

The editors of *Quartz Hill Journal of Theology* are always happy to receive contributions. Please note that all material sent to an editor is sent at the contributor's own risk. While every care is taken with material, neither the editors nor the publisher can be held responsible for any loss or damage incurred.

In the case of both unsolicited and commissioned work, the contribution can only be deemed as being accepted on receipt of a letter of confirmation from the editor.

Please note that *Quartz Hill Journal of Theology* cannot accept any liability for damage/loss of equipment/belongings, personal injury/loss of life incurred, or Third Party claims, while undertaking either unsolicited or commissioned work.

Contributors should use the *Chicago Manual of Style* as their guideline for format. We prefer all text in Times New Roman or Arial fonts, 12 pt, with 1 inch margins all around. If you need to italicize something, please italicize it, do not use underlining.

What We Are Looking For

Articles

We are looking for articles and poetry that are theologically oriented and written from a Christian perspective. We will accept both scholarly, technical articles as well as those more popularly oriented. Articles may be on the Bible, parts of the Bible, interpretation, all branches of theology (soteriology, theodicy, ecclesiology, and the like), history, archeology relating to the Ancient Near East, biography and the like. Also, articles on science, ethics, literature, and philosophy would be of interest to us.

Reviews

We are looking for reviews of books, movies, music, and plays. They may be both Christian and non-Christian works.

Poetry

We are looking for a small number of poems to publish in each issue. Both modern and classical styles are acceptable.

Art/photography

We need color artwork for the cover of each issue, and smaller, black and white illustrations for the interior. Color or black and white images are acceptable, though we prefer submissions to be in a standard electronic format such as jpg, gif, tiff, or bmp.

PAYMENT

Payment for articles and other submissions will be in contributor's copies.

Quartz Hill Journal of Theology articles and poetry may be used on the Internet on the Quartz Hill School of Theology website at www.theology.edu. No additional payment will be made for this use.

SUBMITTING AN ARTICLE

Quartz Hill School of Theology prefers electronic submissions and expects all written materials to be submitted in a Word-compatible format.

Work can be accepted on 3.5 inch floppy disk, CD-ROM or as an email attachment.

If you send your file as an email attachment please state the generating software and file type clearly in your message.

Please do not mix text and illustrations in the same file – keep them separate. We also require that specification tables, etc, are simply tabulated into columns and not formulated into panels or boxes.

Hand-written manuscripts will not normally be accepted.

If materials are submitted as hard copy it *must* have the contributor's name and address clearly marked upon it and a stamped, self-addressed envelope should be enclosed for return of the material and our response if we decide we do not want it. Materials sent without a stamped, self addressed envelope will be disposed of. Materials submitted on hard copy should be sent unbound, unstapled and without paper clips on 8 ½ by 11 inch white paper.

Manuscripts, once used, will not normally be returned to contributors.

The Editors are always happy to discuss any of the above with contributors should they care to contact the office.

Address all submissions and correspondence to:

Editors
Quartz Hill Journal of Theology
43543 51st Street West
Quartz Hill, CA 93536
info@theology.edu
661-722-0891

Electronic submissions by email are preferred