

## *A Note to Contributors*

We welcome your participation in contributing to *Lutheran Mission Matters*. Please observe the following guidelines for submission of manuscripts.

*Lutheran Mission Matters* publishes studies of missiological issues under discussion in Christian circles across the world. Exegetical, biblical, theological, historical, and practical dimensions of the apostolic mission of the church are explored in these pages. (See the mission statement below.) While issues often focus on a theme, the editorial committee encourages and appreciates submissions of articles on any missiological topic.

Contributors can familiarize themselves with previous issues of *Missio Apostolica* and *Lutheran Mission Matters* at the Lutheran Society for Missiology's website (<http://lsfm.global>). Click on the Publications link to view PDFs of previous issues for free.

**Book reviews:** LSFM also welcomes book reviews. Submit reviews of no more than 500 words. E-mail Dr. Joel Okamoto ([okamotoj@csli.edu](mailto:okamotoj@csli.edu)) if interested in writing a review.

### **Mission Statement**

*Lutheran Mission Matters* serves as an international Lutheran forum for the exchange of ideas and discussion of issues related to proclaiming the Gospel of Jesus Christ globally.

### **Formatting and Style**

Please consult and use *The Chicago Manual of Style*, 16th edition for endnotes. See basic examples below and/or consult the "Chicago-Style Citation Quick Guide" ([http://www.chicagomanualofstyle.org/tools\\_citationguide.html](http://www.chicagomanualofstyle.org/tools_citationguide.html)).

<sup>1</sup> David J. Bosch, *Transforming Mission: Paradigm Shifts in Theology of Mission* (Maryknoll, NY: Orbis Books, 1991), 243–255.

<sup>2</sup> Hans Küng, *Does God Exist? An Answer for Today*, trans. Edwin Quinn (New York: Doubleday, 1980), 184–186.

<sup>3</sup> Robert J. Priest, Terry Dischinger, et al., "Researching the Short-Term Mission Movement," *Missiology, An International Review* 34 (2006): 431–450.

Direct quotations exceeding four manuscript lines should be set off from the text in an indented paragraph, without quotation marks. Omissions in a quotation should be noted by ellipsis, with an additional period to end a sentence, as appropriate.

Spelling should follow the latest edition of *Webster's New Collegiate Dictionary*. Words in languages other than English should be italicized.

### **Preparation and Submission**

**Length:** Concise, clear articles are preferred. Manuscripts should not be more than 3,000–4,000 words although longer pieces may be assigned by the editor.

**Content:** *Lutheran Mission Matters* is committed to addressing both pastors and people and involving them in the theology and practice of mission. Use of terms or phrases in languages other than the language of the article itself is discouraged. The use of complex and long sentences is discouraged. Attention should be paid to paragraphing so that the article is easy to follow and appears inviting on the page.

**Use of call-outs:** *Lutheran Mission Matters* frequently uses call-outs to break up blocks of text on a page and to emphasize important points being made in the article. The author is invited to use Word's Text Highlight Color to suggest words or phrase that may be included in a call-out. The final decision will be made by the layout editor.

**Format:** Please submit articles in single spaced Times New Roman 10-point font with 0.25" paragraph indents.

**Submission:** Manuscripts should be submitted electronically to Professor Victor Raj, [rajv@csli.edu](mailto:rajv@csli.edu). A submission requires that all material has been carefully read and properly noted and attributed. Articles that are inadequately

documented will be returned for complete documentation. The author thereby assumes responsibility for any necessary legal permission for materials cited in the article. If the article has been previously published or presented in a public forum, please inform the editor of the details at the time the article is submitted.

**Review:** The editors submit every manuscript to the editorial committee for examination and critique. Decisions are reached by consensus within the committee. Authors may expect a decision normally within three months of submission. Before publication, articles are copy edited for style and clarity, as necessary. Major alterations will be made available to the author for review.

### **Additional Submission Information**

**Bio:** Authors should provide, along with their submissions, an autobiographical description. Please write 2-3 sentences introducing yourself. Please include your title(s) you would like LMM to use, the form of your name you want to be known as. Tell your present position and/or your education or experience that qualifies you to write the article. If you have a head-shot photo that you would like to provide, we will try to use it. Please include the email address at which a respondent could reach you.

**Abstract:** Please provide up to a one-hundred-word synopsis of your article. The abstract will serve as the first paragraph to provide the reader with the basic intent and content of the article.

### **Complimentary Copies**

**Remuneration:** No remuneration is given for articles published in the *Lutheran Mission Matters*, but authors will receive two complimentary copies of the issue in which their full-length article appears. Please provide a mailing address with your submission.

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### **Submission Checklist:**

- Article
- Abstract
- Bio
- Mailing Address