

# GLOBAL CENTURY PRESS HOUSE STYLE GUIDE

## 环球世纪出版社 出版指南与体例

English Edition (02/2023)

## Contents

<b>Introduction</b>	<b>4</b>
<b>Part I: Guidance for journals and books</b>	<b>5</b>
1.1 GCP journals and books	5
1.1.1 GCP journals	5
1.1.2 Statement of journal aims	5
1.1.3 GCP book series	6
1.1.4 About each book series	7
1.2 Guidance on submissions	9
1.2.1 General guidance for submissions	9
1.2.2 Themes	10
1.2.3 Reviewing procedures	10
1.2.4 Important notes	10
1.3 General guidance for contributors to journals or book series	10
1.3.1 Types of contributions for journals	10
1.3.2 Types of contributions for book series	11
1.3.3 Manuscript lengths	11
1.3.4 Submission and queries	11
1.4 Structure of articles or book chapters	12
<b>Part II: General styles for journals and books</b>	<b>14</b>
2.1 Authorship	14
2.2 Language and spellings	14
2.2.1 Language	14
2.2.2 Inclusive language	14
2.2.3 Non-English-language works	14
2.2.4 Dual languages (see Part III)	15
2.2.5 Spellings	15
2.3 Styles and formats	15
2.4 Tables, figures and illustrations	15
2.5 References/bibliography	16
2.6 Footnotes	19
2.7 Stylistic features and italics	20
2.7.1 Stylistic features	20
2.7.2 Italics	21
2.8 Dashes and other punctuation	21

2.9	Monetary amounts, numbers and dates .....	21
2.9.1	Monetary amounts .....	21
2.9.2	Numbers and dates .....	21
2.10	Abbreviations .....	22
2.11	Quotations .....	22
2.12	Other conventions .....	23
<b>Part III:</b>	<b>Dual language information .....</b>	<b>24</b>
3.1	GCP dual language service and style .....	24
3.1.1	GCP creates a unique feature for a dual language service with global and transcultural perspectives .....	24
3.1.2	GCP style rules for rendering Chinese-English dual languages .....	26
3.1.3	GCP style rules for punctuation marks in Chinese and English bilingual typesetting .....	27
3.1.4	GCP style rules for Chinese and related names .....	27
3.1.5	Dual language elements for submission .....	28
3.1.6	Examples of Global Century Press book series .....	28
3.1.7	Journals and periodicals .....	31
3.2	A sample of dual language information for each book .....	33
3.2.1	Abstract and about the author .....	33
3.2.2	Table of contents .....	34
3.2.3	About the book series and other books in this series .....	35

## Introduction

Global Century Press (GCP), founded in 2014, is the first publisher in the world dedicated to publishing social scientific and humanities academic and popular books bilingually, focusing on studies of China in global and comparative perspectives, Chinese perspectives of the world or human knowledge, and non-Chinese perspectives of China in a global context.

GCP publishes a range of publications, from academic journals, edited volumes, selected conference papers and theme-based articles, to research monographs, book series, teaching and learning materials on Chinese for social sciences, and reference books, printed mostly in colour. The works are published in various forms, such as print, electronic versions, video, audio, on the internet and on the mobile internet.

This guide to our house style is designed to take your work from initial manuscript to final publication with a minimum of fuss. Our style broadly follows APA 7th edition but has evolved over time through our growing experience of dual language editing and typesetting. Earlier publications (before 2023) may not follow all of the current guide's specifications.

The *GCP House Style Guide* is divided into three parts. Part I sets out guidelines for submitting your manuscript to us. Part II sets out style guidelines for writing and formatting your manuscript, and the best way to provide text, images and diagrams to us. Part III explores GCP's dual language styles and rules, developed with both English and Chinese academics, graphic designers, editors and proofreaders over the last few years, and offers an example of the dual language information (a service unique to GCP) which is displayed at the end of each book.

## PART I

### Guidance for journals and books

#### 1.1 GCP journals, periodical and book series

GCP invites submissions of original, previously unpublished journal articles or books in English, Chinese, or both languages. Please read the requirements listed below before submission. Articles or books that do not meet our requirements will be returned without consideration.

##### 1.1.1 GCP journals

- *Journal of China in Global and Comparative Perspectives (JCGCP)*, English and Chinese editions)
- *Journal of Chinese for Social Science (JCSS)*, Chinese edition)
- *Journal of Corpus Approaches to Chinese Social Sciences (JCACSS)*, English and Chinese editions)
- *Global China Dialogue Proceedings (GCDP)*, English and Chinese editions. The speeches, dialogues and related materials will be edited in accordance with the GCP house style).

##### 1.1.2 Statement of journal aims

*Journal of China in Global and Comparative Perspectives (JCGCP)*, English and Chinese editions). *JCGCP* publishes original multidisciplinary and interdisciplinary comparative research on China on a range of topics in the social and human sciences. It encourages debate, cooperation and co-authorship on the same issue or theme from different disciplines (including politics, economics, international relations, history, sociology, anthropology, cultural psychology and methodology). Its aim is to bring out the best in scholarship, transcending traditional academic boundaries in an innovative manner.

*JCGCP* is not simply about China – there are already several excellent China journals – but about looking at China from a comparative viewpoint as a player in broader patterns of development, ideas, movements, networks and systems. Comparison includes using China as a case study to examine a generally applicable theory, or drawing analytical conclusions from comparative data about China and some other country or context. The comparison may be regional or global, historical or contemporary, and it may involve a comparison of perceptions: China's perceptions of others and others' perceptions of China in the context of China's encounter with the outside world in the political, economic, military and cultural senses.

We also consider articles that draw contrasts between China and non-China, Chinese people and non-Chinese people, or academic debates and dialogues between Chinese and non-Chinese, Chinese perspectives of the world or human knowledge, and non-Chinese perspectives of China in a global context.

In addition to research articles, research reports and commentaries, *JCGCP* also publishes periodic symposia on selected topics, in-depth review articles on particular areas of scholarship and reviews of books of unusual quality and significance for the study of China in global and comparative perspectives. Certain issues of the journal may focus on a particular subject, and we welcome suggestions for themes.

*JCGCP* is a strictly non-partisan publication and does not support or discriminate against any political, ideological or religious viewpoint. In accordance with standard academic practice, articles submitted for publication in *JCGCP* are subjected to a rigorous process of blind peer review. Although it was conceived as an academic journal, the editorial policy is to ensure that articles that appear herein are of interest beyond the academic arena to policymakers, as well as readers with a general interest in China-related themes.

***Journal of Chinese for Social Science* (JCSS, Chinese edition)** examines the use of the Chinese language in context and draws academic attention to the usefulness and validity of existing translated texts and language usage in Chinese social science.

To achieve conceptual equivalence between English and Chinese poses a great challenge, particularly in social scientific research across these two language, cultures and societies. It is often the case that the research is published in a language that is not the researcher's first language and requires translation. However, translation can bear a range of potential risks in cross-cultural or transcultural communication if not done appropriately. A bilingual academic journal with corresponding annotations and commentaries has paved the way to minimizing these risks, and the spin-off *Journal of Chinese for Social Science* takes cross-cultural or transcultural research to an even higher level. It not only highlight the issues, in translating research findings, but also engages in, stimulates and promotes 'dialogue' between languages, cultures and communities.

'Chinese for social science' or 'Chinese language for Social Science' is a branch of 'Chinese for Specific Purposes' (CSP), like 'Chinese for science and technology' or 'business Chinese'. This innovative idea was first developed by Global China Academy (GCA). Through its Global China Dialogue conferences, Global China Academy has attracted a wide participation by speakers and delegates from many different organizations including universities in the UK, USA, China and France, as well as public and governmental institutions, NGOs and media.

With Global China Academy's commitment to dual language publications, translations of terminologies, concepts, ideas and thoughts on social science form the basis of intercultural dialogue and communication, and the sharing of ideas and research findings from within China and globally. More often than not, translations – frequently out of context – can reinforce an orientalized Chinese identity. *JCSS* seeks to remove the obstacles to effective dialogue and the exchange of ideas through the translation of terms and concepts in their context.

***Journal of Corpus Approaches to Chinese Social Sciences* (JCACSS, English and Chinese editions).** In the era of big data, how to find new methods to analyse large electronic texts poses a challenge to the existing quantitative and qualitative analysis methods of social science. The complex social problems in the era of globalization have challenged sociolinguists. The Centre for Corpus Approaches to Social Sciences, established by Lancaster University with the financial support of the Economic and Social Sciences Research Council, has applied corpus methods to some social sciences, such as the environment, crime and health. Under the guidance of Professor Tony McEnery, Director of the Centre, and with the support of colleagues at home and abroad and of the then Global China Institute, a workshop on corpus approaches to Chinese social sciences was successfully held in 2016.

*JCACSS* aims to introduce new corpus approaches to the field of social science in China, to explore and publish relevant research, and to provide an academic exchange platform for people with common interests.

***Global China Dialogue Proceedings* (GCDP, English and Chinese editions).** The Global China Dialogue series (GCDs) is the planned culmination of a series that began in 2014 with the aim of bringing together scholars and practitioners from China and the rest of the world to exchange their insights into the problems that challenge human existence on our planet today. Our aim is to yield proposals for the reform of global governance based on these insights. We consider global governance in the broadest sense to cover the worldwide ordering of society to enable the peoples of the world to meet existential challenges, and to give the chance for human beings everywhere to lead fulfilling lives. China's 'community of a shared future for mankind' also provided the world with a similar vision. Each Dialogue consists of four panels of discussants from China and other countries to examine four areas of strategic significance for realizing these or, indeed, any visions for the governance of human society at this time of crisis.

### 1.1.3 GCP book series

- *Chinese Concepts* (CC)
- *Chinese Discourse* (CD)
- *Understanding China and the World* (UCW)
- *China and Chinese in Comparative Perspectives* (CCCP)
- *Globalization of Chinese Social Sciences* (GCSS)

- *Transcultural Experiences with “Three Eyes” (TETE)*
- *China Urbanization Studies (CUS)*
- *Cutting Edge and Frontiers (CEF)*

#### 1.1.4 About each book series

**Chinese Concepts** (CC, English and Chinese editions). The series has been published by Global Century Press from 2014. It was proposed by Professor Martin Albrow, founding and past Honorary President of the Global China Academy (2012-2021), former President of the British Sociological Association (BSA), edited by Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015-20), UK. Although Chinese economic development has attracted world attention and the diverse nature of both China and the Chinese has been universally acknowledged, China's achievement in the social sciences occupies an insignificant position in the human knowledge system. Over the past century, Chinese scholars have made extraordinary efforts in introducing the theories and methods of Western sociology into the study of Chinese society. In the last 30 years, Chinese social scientists, in their studies of Chinese society, have managed to either extract concepts from Chinese cultural resources such as ‘*bao*’ (reciprocity), ‘*mianzi*’ (face) and ‘*guanxi*’ (reciprocity or deferential relationship), or replenish the existing concepts with Chinese elements such as reciprocity or social exchange.

Just as the Chinese economy has developed from merely manufacturing to a mix of solid production and R & D development, social study in China should also shift its focus from the mere import of Western thoughts to the export and contribution to the world of some of the Chinese achievements in social studies. Our proposal is to edit a series entitled ‘Social Science Keywords’ from a Chinese Perspective. It will cover a wide range of topics including sociology, anthropology, politics, law, economics, economic history, management, social policies, international relations, gender studies, etc. The purpose of the series is to rewrite keywords of social science disciplines in order to renew outdated concepts in relevant textbooks in the West. By offering a uniquely Chinese perspective about the study of social sciences, the editors hope that their work can stimulate genuine global dialogue between cultures and thus add value to the world knowledge system. For more details see the General Prefaces of this series.

**Chinese Discourse** (CD, English and Chinese editions). The series has been published by Global Century Press from 2016. It is edited jointly by Professor XIE Lizhong, Director of the Centre for Social Theory Studies, Peking University; formerly Vice-President of the Chinese Sociological Association, China, and Professor QIAN Yufang, Director of Institute of Chinese and Foreign Discourses, Zhejiang Gongshang University, Vice-President of the Discourse Research Association of China. In the second half of the 20th century an important achievement of Western philosophy and social sciences was to appreciate the key role of ‘discourse’ in the process of understanding people's daily life and constructing social reality, and to put the study and analysis of discourse at the core of research on philosophy and social sciences. Discourse analysis was introduced into China in the 1980s, and has been continuously developing there ever since.

During the past thirty years, and particularly in the last decade, a number of Chinese scholars have attempted to employ the framework of discourse analysis to describe and analyse both the production and communication of various ‘discourses’ in contemporary Chinese society, and how ‘discourse’ functions in constructing social reality. As a result, numerous studies have been published in the fields of linguistics, communications, philosophy, sociology, politics, economics, law, psychology, education, international relations and literary criticism, many of which are pioneering and innovative. Although there is still a gap between the achievements of Chinese scholars and those of their Western counterparts in quantity and quality, these studies play an irreplaceable role in understanding contemporary China from the perspective of discourse construction.

Corpus-based approaches to critical discourse analysis started in the 1990s. Its proponents combined corpus approaches with CDA, effectively eliminating the separation between quantitative and qualitative studies and providing a stronger basis for quantitative analysis within discourse studies. Since then, scholars have been exploring more ways of complementing corpus and critical discourse analysis. Paul Baker's book *Using Corpora in Discourse Analysis* (2006) provides an overview of many corpus-based techniques in discourse analysis, which marks an important step towards maturity for this approach.



This series covers discourse studies around Chinese history, culture, current affairs, language and people. Moreover, it advocates an interdisciplinary, multi-perspective, multi-method knowledge merged with Chinese culture and possessing a global outlook, which bridges the gap between China and the rest of the world and opens a window for the outside world to understand China. For more details see the two General Prefaces of this series.

***Understanding China and the World (UCW)*** (English and Chinese editions). The series has been published by Global Century Press from 2014. It was proposed and designed by Professor ZHENG Hangsheng (1936-2014), Former President of the Chinese Sociological Association (CSA) and Former Vice-President of Renmin University of China, and Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015-20). The idea of compiling a series of books in English and Chinese versions originated in 2010. The ‘Understanding China and the World’ book series was directly inspired by an important international academic event titled ‘Understanding China, Engaging with Chinese people’, held at the London School of Economics on 5-8 December of that year, to commemorate the 100th anniversary of the birth of Fei Xiaotong, an eminent Chinese sociologist and anthropologist. ‘Understanding China’ has been translated into Chinese as 了解中国 (getting to know China), 理解中国 (understanding China in depth and rationally), and 读懂中国 (understanding China comprehensively). For more details see the joint General Preface by the Designer and Editor of the book series.

***China and Chinese in Comparative Perspectives (CCCP)*** (English and Chinese editions). The first book of this series will be published by Global Century Press in 2023. It is edited jointly by Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015-20), and another editor (to be confirmed). It shares the same aims as *Journal of China in Global and Comparative Perspectives (JCGCP)*, but expands the comparative studies of China to include Chinese ways of thinking, Chinese people, Chinese civilization, Chinese culture, Chinese language for social sciences (see *Journal of Chinese for Social Science, JCSS*), and contrasts between China and non-China, Chinese people and non-Chinese people, Chinese perspectives of the world or human knowledge, and non-Chinese perspectives of China in a global context. More details will be available in the two General Prefaces of this series.

***Globalization of Chinese Social Sciences (GCSS)*** (English and Chinese editions). The series has been published by Global Century Press from 2014. It is edited by Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015-20), UK. The phrase ‘globalization of Chinese social sciences’ came out of a discussion, with Professor Stephan Feuchtwang at the London School of Economics in 2010, about the title of a book commemorating the 100th anniversary of Professor Fei Xiaotong’s (Fei Hsiao-tung) birth. The first volume (in both English and Chinese) was published in 2014 by Global China Press alone and, in 2015, jointly with New World Press. The dissemination of ‘Chinese social sciences’ covers a very wide range, in which the promotion of Fei Xiaotong’s work is only the first step. We therefore decided to use ‘Globalization of Chinese Social Sciences’ as the name of a book series to promote representative Chinese social scientific works and nearly a century of efforts made by social scientists both inside and outside China. For more details see the General Preface by the Editor of the book series.

***Transcultural Experiences with ‘Three Eyes’ (TETE)*** (English and Chinese editions). The series has been published by Global Century Press from 2014. It is edited by Professor of Sociology, Kwansei Gakuin University Former President of the Japan–China Sociological Society (JCSS), Japan and Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015-20). This series aims to act as a bridge in the areas of cross-border cultural communication and mutual understanding. The authors of this book series may be Chinese and non-Chinese living in China or abroad, Chinese and non-Chinese in a cross-cultural marriage, people of Chinese and non-Chinese mixed heritage and Chinese and non-Chinese with different backgrounds and in all kinds of professions. The triple perspectives (three eyes) consist of their own understanding of Chinese culture, of non-Chinese cultures and of their specialties and sectors as professionals and practitioners. This understanding describes and explains the collision and confluence between different cultures and notions they experience in their everyday lives and work in China and abroad. The authors also use the ‘three eyes’ perspective to look at themselves, at China and at the world. The series adopts a comparative and narrative method to interpret prevalent misconceptions



and prejudices from different dimensions, such as Eastern and Western ways of thinking, value systems and behavioural patterns, implicitly helping readers to achieve all sorts of realizations from within. For more details see the General Preface by the joint Editors of the book series.

***China Urbanization Studies (CUS***, English and Chinese editions). The series has been published by Global Century Press from 2014. It is edited jointly by Professor LI Qiang, Former Dean of School of Social Sciences at Tsinghua University, President of Chinese Sociological Association, China and Mr LI Tie, Director General of the China Center for Urban Development (CCUD), National Development and Reform Commission (NDRC) China. In current statistics migrant workers moving into cities are counted as permanent urban residents, despite the fact that their economic, social and political conditions differ greatly from those enjoyed by citizens holding an urban household registration, and the vast majority of them is not entitled to the same welfare benefits as registered residents. Urbanization can be divided in the two interconnected aspects of ‘urbanization of things’ and ‘urbanization of people’. The core issue of urbanization in China is the urbanization of people. In the three decades following the ‘reform and opening-up’ rapid development was achieved in the material construction aspect of urbanization, whereas the urbanization of people, namely the transformation of farmers and rural migrant workers into urban residents and their integration into urban society, is clearly lagging behind.

China does not contain within it the possibility of solving problems such as resource consumption, environmental pollution and employment conditions, there is indeed also the possibility that this growth will generate risks and crises for the development not only of China but also of the entire world. In recent years, the Chinese government has acknowledged the importance of the issue of urbanization, and has formulated urbanization policies based on people-oriented principles, sustainable development and reform and innovation. These policies deal with a vast variety of aspects relating to reform and a global development pattern that will impact greatly on the future of China. At the same time, China also faces the challenge of defined benefit plans, which emerged in the process of development over the past few decades. For more details see the two General Prefaces of this series.

***Cutting Edge and Frontiers (CEF***, English and Chinese editions). The series has been published by Global Century Press from 2023. It is edited by Professor Xiangqun Chang, President of Global China Academy, Honorary Professor of University College London (2015–20), UK and Professor and Permanent Fellow at the Max Weber Centre for Advanced Cultural and Social Studies at Erfurt University, Germany. The statement of aims are under development, and will be available in the two General Prefaces of this series.

## 1.2 Guidance on submissions

### 1.2.1 General guidance for submissions

- All authors are in agreement about the content of the manuscript and its submission.
- For research articles or books, the contents have been tacitly or explicitly approved by the responsible authorities where the research was carried out.
- The manuscript has not been published previously, in part or in whole, in English or any other language, except as an abstract, part of a published lecture or academic thesis. Any exception to this rule will be possible only with the written consent of GCP, and permission will have to be sought from the original publisher of the manuscript.
- The manuscript has not been and will not be submitted to any other publisher while still under consideration for the relevant journal or book series.
- If the manuscript is accepted, the author agrees to enter into a publication agreement with GCP, stipulating that the manuscript will not be published elsewhere in any form, in English or any other language, without the prior written consent of GCP. A consent to publish form will be sent with the first proof of the manuscript.
- If the submission includes figures, tables or large sections of text that have been published previously, the author must obtain written permission from the original copyright owner(s) to reproduce these items in the current manuscript in both the online and print publications of the journal; and must properly credit all copyrighted material in the manuscript.

### 1.2.2 Themes

- Manuscripts submitted should be consistent with the themes of the book series or aims of the journal.
- GCP welcomes proposals for a whole issue of a journal focused on a common theme. If accepted, the proposers of successful subjects for thematic issues will be invited to act as Guest Editors of the journal. Note that each contribution to a specially edited themed issue will have to pass through the normal reviewing process.

### 1.2.3 Reviewing procedures

- All manuscripts submitted are blind-read by two editors who decide whether they are in principle suitable for publication and make a report online via <https://globalcenturypress.com/peer-review-form>.
- If agreed in principle, the manuscript is then sent to two members of the Editorial Board. The manuscript will then be returned to the contributor(s) with any comments for revision and recommendations for the final submission.
- Before submitting a book, you are welcome to send the following to GCP for an initial assessment: title (and subtitle, if any), abstract, sample chapter and contributor's short bio.
- The whole reviewing procedure should in normal circumstances take no longer than three months. We expect any required or recommended revisions to the manuscript to be completed within four weeks. We reserve the right to decide whether the revisions have been sufficient to warrant publication.

### 1.2.4 Important notes

- We regret that we are unable to provide copy-editing services. Please ensure that all manuscripts sent to us are ready for typesetting, following this GCP House Style Guide.
- Acceptance of a manuscript is conditional on the author's compliance with the guidelines as set out here but ultimately on the judgment of the editorial team at GCP.
- If a manuscript is rejected, you may, in accordance with feedback from the GCP editorial team, revise your manuscript and it may be reconsidered.
- However, rejection on the grounds that the manuscript is not suitable for GCP or is not of sufficiently high standard is final and non-negotiable.

## 1.3 General guidance for contributors to journals or book series

### 1.3.1 Types of contributions for journals

GCP journals accept contributions in the following categories:

- Articles
- Dialogues or interviews
- Commentaries or short articles
- Research reports
- Letters and news
- Book review essays
- Book reviews

#### *Book reviews and review essays*

- We welcome reviews of books and other published materials of interest to readers of our journals.
- If you would like your book to be promoted, please send us an e-proof copy so that we can invite reviewers to write a book review or review essay.
- If you are a reviewer, please place a short bio (100–150 words) at the end of your book review or review essay. There is no need to submit a separate cover page.

**Book review essay format**

Follow the recommended structure of a standard article.

**Book review format**

Book title in ***bold italic*** font, followed by author and/or editor, publisher, year of publication, page numbers, price, hardback and/or paperback, e.g.

***China and the Shared Human Future: Exploring Common Values and Goals***, Martin Albrow, edited by Xiangqun Chang, London: Global Century Press, 2022, 472 pp. £72.99 (hbk), £50.99 (pbk).

**1.3.2 Types of contributions for book series**

GCP book series accept contributions in the following categories:

- Applied research
- Conceptual/theoretical research
- Empirical research
- Ethnography
- Policy-oriented research
- Theme based reports
- Dialogue proceedings
- Social scientific popular book

**1.3.3 Manuscript lengths**

On an indicative basis, preferred lengths for journal contributions are as follows:

- Articles: 6–8,000 English words (including footnotes), or 10–12,000 Chinese characters. If your proposed article exceeds this limit, please email the editors at [journals@globalcenturypress.com](mailto:journals@globalcenturypress.com)
- Dialogues or interviews: approx. 8,000 English words (including footnotes)
- Research reports: up to 5,000 English words, or 8,000 Chinese characters
- Commentaries or short articles: up to 3,000 English words, or 5,000 Chinese characters
- Letters and news: up to 500 English words, or 800 Chinese characters

Book reviews essays and book reviews:

- Book review essays: 2,000–4,000 English words, or 3,000–5,000 Chinese characters
- Book reviews: 1,000–2,000 English words, or 2,000–3,000 Chinese characters

Books:

- 10,000 English words, or 20,000 Chinese characters

**1.3.4 Submission and queries****Journals**

Please submit your article as an attached file to: <https://globalcenturypress.com/article-submission-form>

Please indicate which journal you wish your contribution to be considered for. Email address for queries about journals: [journals@globalcenturypress.com](mailto:journals@globalcenturypress.com).

**Books**

Please submit your book as an attached file to: <https://globalcenturypress.com/book-submission-form>

Please indicate which book series you wish your contribution to be considered for. Email address for queries about book series: [books@globalcenturypress.com](mailto:books@globalcenturypress.com).

## 1.4 Structure of articles or book chapters

### *Title page*

- Refereeing is anonymous, so please omit your name from the title. Authors should submit a separate title page with the title of the manuscript, the author(s)' name(s) and affiliation(s).
- The author's current and/or main affiliation should be given under the author's name.
- The corresponding author's name and email address must be provided; a postal address is optional.
- A running head should also appear on the title page. There is no need to precede it with the words 'running head'.

### *Abstract*

- The Abstract should focus on the essence of your paper or article, enabling readers to decide whether to read your full paper.
- It prepares readers to follow the detailed information, analyses and arguments in your full paper.
- It also helps readers remember key points from your paper.
- The paragraph, which should be between 150 and 250 words, should be headed 'Abstract' in bold, centred.

### *Keywords*

- Provide 3–8 keywords to help readers find your article.
- Separate keywords with commas (,).

### *Headings*

Normally, articles should be divided into sections. These may vary according to the subject, but for research-based articles commonly used section headings are:

- Introduction
- Materials and methods
- Results
- Discussion
- Conclusions and recommendations

Please format headings in the following styles:

- **First-level headings** (e.g. Introduction, Conclusion) should be in **bold** font, in 'sentence case' for capitalization, and ranged left. Text begins on the next line and is indented, e.g.

#### **China and globalization**

Globalization has affected China in many ways.

- **Second-level headings** should be in **bold italic**, in 'sentence case' for capitalization, ranged left. Text begins on the next line and is indented, e.g.

#### ***Has globalization been superseded?***

Scholars argue about whether the world has entered a post-Globalization Age.

- **Third-level headings** should be in *italic* font, in 'sentence case' for capitalization, ranged left. Text begins on the next line and is indented, e.g.

*Principal economic and social factors in Chinese rural education*

Schools in rural areas are typically poorer and more remote from social facilities than those in urban areas.

- ***Fourth-level headings*** should be in **bold** font, in ‘sentence case’ for capitalization, indented, and ending in a full stop. Text begins on the same line and continues as a normal paragraph, e.g.

**Resources in primary schools.** Primary schools often struggle to afford adequate and effective resources.

- ***Fifth-level headings*** should be in ***bold italic*** font, in ‘sentence case’ for capitalization, indented, and ending in a full stop. Text begins on the same line and continues as a normal paragraph, e.g.

***Two case studies.*** XYZ School is in a mountainous area of the country, where pupils have to travel as much as an hour to school each day.

***Contributor’s short biography***

- Job titles or affiliations, including professional services
- Major publications
- 150–200 words

## PART II

### General styles for journals and books

#### 2.1 Authorship

- Authors should submit a separate title page with the title of the manuscript, the author(s)' name(s) and affiliation(s).
- The author's current and/or main affiliation should be given under the author's name.
- The corresponding author's name and email address should be provided; a postal address is optional.

#### 2.2 Language and spellings

##### 2.2.1 Language

- Books and journals are normally initially published in English. British English is used, the exception being that the –ize ending is used, e.g. organize, not organise.
- Authors whose mother tongue is not English are strongly advised to have a native speaker check their manuscript before submission, at their own expense; or to have the manuscript checked by GCP, again at their own expense.

##### 2.2.2 Inclusive language

The guidelines provided by APA and adopted by GCP help authors to reduce bias around topics such as gender, age, disability, racial and ethnic identity, and sexual orientation, to be sensitive to labels and to describe individuals at the appropriate level of specificity. Some examples include:

- The singular 'they' or 'their' may be used as a gender-neutral pronoun, e.g.

A student's grades will often have an influence on their future.

- Please avoid the 's/he' form.
- Instead of using adjectives as nouns to describe groups of people, descriptive phrases are preferred, e.g.

Marginalized people [not 'the marginalized']

- Instead of broad categories, try to use specific age ranges, e.g.

People aged between 65 and 75 years [not 'people over 65 years of age']

##### 2.2.3 Non-English-language works

Works that are published in non-English languages should be given as for English-language works, e.g. *italics* for book and journal titles; *roman* for articles and papers.

Give English translations of titles in parentheses ( ) and use the same style of title as the original, e.g. sentence case (initial capital only) for the title of a book or of a journal article, title case for the title of a journal.

Chinese characters should not be italicized. Works that are published in Chinese should be given as for English-language works, but place book and journal titles within double angle brackets (《 and 》).

### 2.2.4 Dual languages (see Part III)

### 2.2.5 Spellings

A, B	E, F, G, H	O, P, Q, R
acknowledgement	e-learning	Part I, II
adviser	email	policymaker
analyse	enquiry (= question)	PowerPoint™
	focused/ing	
	healthcare	
C, D	I, J, K, L	S, T
church (building)		socio-cultural
Church (institution)		socio-economic
co-edit	judgment (for a legal ruling)	Southeast Asia
coexistence	judgement (other meanings)	subtitle, subheading
cooperative, cooperate	lawmaker	teamwork
coordinator	lifelong	time frame
counter-example		
cross-curricular	M, N	U, V, W, X, Y, Z
cross-field	manmade	Vice-President
data (treat as a plural noun)	mediaeval	web page
database	metre	web link
data handling (noun), but	microdata	website
data-handling ability (hyphenate for adjectival use)	multilingual	well-being
	no one	

## 2.3 Styles and formats

- *File format:* Please send your submission as a Microsoft Word file or a text file, not as a PDF.
- *Font:* We prefer Times New Roman font, but will also accept Calibri, Arial, Lucida or other common fonts. The fonts size should be 12 points with double line or 1.5 line spacing. After a full stop (.) there should only be one space.
- *Margins:* should be at least 2.5cm (1 inch).
- *Title and subtitle:* **Bold**, ‘sentence case’; i.e. initial capital letter for first word and for any proper noun; centred.
- Images from external sources – photographs, diagrams, table, etc – placed inside the Word file must also be supplied, where possible, as separate files.
- Captions for titles of tables, figures and illustrations should have a font size of 10 points.
- *Footnotes:* Footnotes may be used (font size 10 points).

## 2.4 Tables, figures and illustrations

- Tables and figures should ideally be provided separately from the submission of the main text (e.g. as email attachments). Authors should indicate their preferred location for each Table or Figure with a note in the main text, e.g. ‘Figure 1 around here’. Files should be clearly named, eg: ‘AUTHOR-FIG-1’
- Line diagrams should be in a format suitable for immediate reproduction and without any need for redrawing. Ideally they should be supplied as vector artwork or a 600dpi bitmap.



- Illustrations should be high resolution. Ideally they should be supplied as vector artwork or a 600dpi bitmap.
- Photographs should be black and white and presented using a wide range of contrast. The ideal resolution is 300dpi.
- All tables, figures and illustrations should be accompanied by a brief caption or title in the main text.
- The text above and below, and preferably in, tables and figures should be in Times New Roman typeface, where possible.
- Please check consistency of rendering of words and phrases between figures and tables and the main text, e.g. use the same spacing between numbers and units of measurement, spell words in the same way, use consistent capitalization, etc.
- The title and caption of a figure should be positioned below the figure, in ‘sentence case’, e.g.

Figure 1: Inheritance tree for family K. [full stop at the end]

- Figures with several parts to them may be captioned thus:

Figure 1: Spin-polarized lasing at room temperature. (a) Angle-resolved luminescence images at lasing threshold. (b) Energy vs in-plane momentum. [notice punctuation]

- The title of a table should be positioned above the table, in ‘sentence case’, e.g.

Table 1: The inheritance of family K [no stop at the end]

- The title of a figure or table should be in the main text, not part of the image.

## 2.5 References/bibliography

The style of referencing also broadly follows APA 7th edition, apart from our preferred inclusion of the publisher’s location and, for electronic sources, the date accessed.

### *In the text*

In-text citation including Author’s name, e.g.

- Author *et al.* (year) [... text]
- [text ... Author *et al.*] (year)
- Author 1 *et al.* (year) and Author 2 (year)
- (Author, year; Author & Author, year)
- [Author mentioned in text] (year [, #-#]) [if page numbers known]

The in-text citation for works with three or more authors is shortened right from the first citation. You include only the first author’s name and ‘*et al.*’, e.g. (Author *et al.*, year).

(Brown, 1980)

(Brown, 1980c)

(Brown, 1980: 23–25)

(Brown, 1980: 230 n. 2)

(Brown, 1980: Ch. 3)

(Brown, 1980: II, 231)

(Brown, 1980: vol. 2) [if whole volume is being referred to]

[Use a space after colon, and no ‘p’ or ‘pp’.]

*Several works by same author/s or editor/s, or with other author/s or editor/s:*

(Jones, 1963, 1972a, 1986)  
 (Jones, 1963a: 10; 1972; 1986: 123)  
 (Jones, 1963a; 1972a: 156; Smith, 1982)

### ***In the references list/bibliography***

- Entries in the bibliography must be listed in alphabetical order by surname of first-named author or editor.
- Author's surname should be followed by first (given) name or initial/s of first (given) name.
- Use an em dash in place of the author's name for second and subsequent entries.
- Arrange works by same author/s or editor/s in chronological order from earliest to latest.

### ***Journal article***

Author, A. A., & Author, B. B. year of publication. Title of the article: Subtitle. *Name of the periodical* [Title of periodical must be in italics] volume(issue): #-# [start and end pages].  
<https://doi.org/xxxx>

### ***Examples***

- Chen, Liangjin. 1990. Social developmental mechanisms and social security functions. *International Sociology* 5: 89–100. (First published in *Shehuixue Yanjiu (Sociological Studies)* 1987. 2(1): 85–91.) [陈良金. 社会发展关系网络与社会安全功能. 国际社会学, 1990(5): 89–100. (首版发表于《社会学研究》1987年第12卷第1期, 第85至91页。)]
- Dai, Kejing. 1991. The life experience and status of Chinese rural women from observation of three age groups. *International Sociology* 6: 5–24. [戴可景, 通过观察三种年龄群体来看中国乡村妇女的生活经验和地位, 《国际社会学》, 1991(6):5–24.]
- 1993a. The vicissitudes of sociology in China. *International Sociology* 8: 92–100.  
 [中国社会学的变迁. 国际社会学. 1993a(8): 92–100.]
- 1993b. Portrait: Fei Xiaotong 1910–. *International Sociology* 8: 239–246. [肖像: 费孝通 1910. 《国际社会学》, 1993b(8): 239–246.]
- Government of China. 1987. Leaflet 'Family Planning Program in China 1987'. Beijing: State Family Planning Commission. [中国政府. 1987 年中国计划生育传单. 北京: 国家计划生育委员会, 1987].
- Gransow, Bettina. 1993. Chinese sociology: Sinicisation and globalisation. *International Sociology* 8: 101–112. [柯兰君. 中国社会学: 中国化与全球化. 《国际社会学》, 1993(8): 101–112].
- Hise, G. 1993. Home building and industrial decentralization in Los Angeles. *Journal of Urban History* 19(6): 95–125.
- Huang Qian. 2009. Urban migrant workers' job stability and its impact on salary. *Population Research* 33(3): 53–63.
- Marshall, Gordon. 1980. The dark side of the Weber thesis. *British Journal of Sociology* 31: 419–440 (420). [Full page numbers are given for the article, and if a specific page is referred to, this is put within brackets.]

### ***Book***

Author, A. A., & Author, B. B. year of publication. *Title of the book* [a capital letter for the first word and any other proper nouns] (# edition.). Publisher location [if known]: Publisher. DOI or URL

DOIs are formatted in the same way as URLs, e.g. <https://doi.org/10.1080/02626667.2018.1560449>

*Examples*

- Ermann, M. D., Williams, M. B., & Shauf, M. S., eds. 1997. *Computers, ethics, and society*. New York: Oxford University Press.
- Kornblum, W. 2002. *At sea in the city: New York from the water's edge*. Chapel Hill, NC: Algonquin Books.
- Ong, Walter J. 1995/1982. *Orality and literacy: The technologizing of the world*. London and New York: Routledge.

*Works by same author in same year*

Author, A. A. (year a)  
 Author, A. A. (year b)

*Chapter or section in a book*

Author, A. A., & Author, B. B. year of publication. Title of the book chapter, in A. A. Editor & B. B. Editor, eds., *Title of the book*, # edn., #-# [start and end pages]. Publisher location [if known]: Publisher. DOI or URL

*Examples*

- Bendix, Reinhard. 1985. Max Webers Religionssoziologie, in R. König and J. Winckelmann, eds., *Max Weber zum Gedächtnis: Materialien und Dokumente zur Bewertung von Werk und Persönlichkeit*, 2nd edn, 273-229. Opladen: Westdeutscher Verlag, 3.
- Carsten, Janet. 1989. Cooking money: Gender and the symbolic transformation of means of exchange, in Jonathan Parry & Maurice Bloch, eds. *Money and the morality of exchange*. Cambridge, UK: Cambridge University Press.
- Freedman, Maurice. 1974. The politics of an old state: A view from the Chinese lineage, in John Davis, ed., *Choice and change: Essays in honour of Lucy Mair*. Monographs on Social Anthropology No. 50, 68-88. London: Athlone Press.
- Hasebe, H. 2009b. The devolution and inheritance of family business, family property and family name, in H. Hasebe *et al.*, eds., *Regional society and commonality in modern Japan: No. 1 of comprehensive study of Ueda clan in Kamishiojiri Village*, 255-269. Tokyo: Tosui Shobo.
- Sugarman, Jane. 2003. Those 'other women': Dance and femininity among Prespa Albanians, in Tullia Magrini, ed., *Music and gender: Perspectives from the Mediterranean*, 87-118. Chicago and London: University of Chicago Press.

*Published conference proceedings*

Author, A. A. year of publication. Title of the paper, in A. A. Editor & B. B. Editor, eds., *Title of published proceedings* [which may include place and date(s) held], #-# [start and end pages]. Publisher location [if known]: Publisher

*Example*

- Wilkinson, R. 1999. Sociology as a marketing feast, in M. Collis, L. Munro & S. Russell, eds., *Sociology for the new millennium*. Paper presented at The Australian Sociological Association, Monash University, Melbourne, 7-10 December: 281-289. Churchill, Vic: Celts.

*Unpublished conference proceedings*

Author, A. A. year of publication. Title of the paper. Paper presented at Name of Conference, date of conference, place of conference, available at: URL [if freely available on the internet] (date accessed).

*Thesis and dissertation examples*

Abad, Karen Lesley Jacob. 2013. A transcultural approach to EIL in secondary education: A case study' (PhD dissertation in the Department of Spanish, Modern and Classical Languages, University of the Balearic Islands).

Fisher, M. J. 2005. Design system for a fluid domain assembly (Master's thesis, Brigham Young University). Retrieved from <http://imechanica.org/files/HyperMeshTclMySQL.pdf> (accessed 27 December 2022).

*Encyclopaedia entry example*

*Title of encyclopaedia*. Year of publication. Title of entry. Volume, edition, #-# [start and end pages]. Place of publication [if known]: Publisher.

*Newspaper article (authored) example*

Author, A. A. Year of publication. Article title. *Newspaper*, date, #-# [start and end pages].

*Newspaper article (non-authored) example*

*Newspaper*. Year of publication. Article title. Date, #-# [start and end pages].

*Unpublished source example*

Author, A. A. Year of publication. Title of document, unpublished manuscript, collection name, inventory record, name of archive, location of archive.

*Electronic source*

If available online, the full URL should be supplied at the end of the reference, as well as the date when the resource was accessed, i.e.:

Author, A., Title of article. *Publisher*, date. URL (date accessed).

Online references must always be accompanied by date accessed, as websites may change or disappear.

*Example*

Cheng, Yinghong, China, is your name a big country?. *Mingjing News*, 14 March 2014 [Online]. Available at <http://blog.ifeng.com/article/33386656.html> [Accessed 2 January 2023].

**2.6 Footnotes**

Footnotes may also be given in Author-Date style, if you find there is too much material to include within the text without breaking up its flow. GCP does not use endnotes.

- If there is only one footnote in a sentence, the call-out number should follow the full stop at the end of the sentence. However, when there is more than one footnote, the call-out numbers should be placed immediately after the relevant item except for the last number, which should follow the final full stop, e.g.

Chang<sup>18</sup> simulated the change of the power density according to temperature change, finding significant results that agreed with those from the study by Li.<sup>19</sup>

- Call-out numbers in the text should be written as superscript, as in the example above.
- The text in a footnote should end with a full stop.

Reference as follows:

Smith 1982: 145; Jones 1980: 68. [Use when footnote contains only author-date reference.]

Smith (1982: 145) should be consulted for details. [Use when reference is part of a sentence.]

However, the following are the conventions for footnotes.

**Books**

Colm S. Klein. William Windermere. London: Macmillan, 1974.

**Articles**

Sarah Song. Translation problems in Chinese, *The China Newspaper*, 17 November 2014, p. 69.

*For second and subsequent mentions of a work, use a short title form*

Kronman, Weber.  
Bendix, 'Max Webers Religionssoziologie'.  
Marshall, 'The dark side of the Weber thesis'.  
[*ibid.* and *op. cit.* should not be used.]

*If reference is being made to a footnote, the form is:*

p. 23 n. 4.  
p. 44 nn. 5, 7.  
p. 55 note. [when footnote is not numbered]

*Bibliographic reference in a sentence of a footnote*

Samuel Terrien, *Job: Poet of existence* (Indianapolis: Bobbs-Merrill, 1975), p. 156, expositis such a reading.

*Footnote numbers and styles*

You may write in the text:

Smith noted that different journals use different referencing systems.<sup>1</sup>

NB: In footnotes the author's *first name* comes before the surname. If the same reference appears again later on in your text, you need only to reference the author's surname, year of publication and, if relevant, page number(s), e.g.

Smith made particular reference to the *Modern Journal*.<sup>2</sup>

If the same reference occurs consecutively, repeat the information in the footnote, e.g.

In the same paper, Smith wrote about the difficulty of unifying referencing systems.<sup>3</sup>

If your reference is from the same work but on different pages, write the short version footnote with the new page number(s), e.g.

*Modern Journal* has, as Smith observed, a different referencing style from *JCGCP*.<sup>4</sup>

**2.7 Stylistic features and italics****2.7.1 Stylistic features**

Please use British spelling and idioms. If in doubt about spellings, consult the *Collins English Dictionary* or the *Oxford English Dictionary*.

<sup>1</sup> Martin Smith, 2014. Journal styles. *Modern Journal* 18(2): 47–48.

<sup>2</sup> Smith 2014: 47–48.

<sup>3</sup> Smith 2014: 47–48.

<sup>4</sup> Smith 2014: 51.

We use the ‘-ize’ ending, which is correct in both British and American English, for all process words, such as ‘bureaucratize’, ‘rationalize’, ‘systematization’ and ‘realize’. This should not be confused with the ‘-ise’ ending for verbs such as ‘advise’, ‘practise’ and ‘compromise’, in which ‘-ise’ is part of a longer word element rather than being a separate ending in its own right. Also, please use an s, not a z, in words with an ‘-yse’ ending, e.g. ‘analyse’ and ‘paralyse’.

### 2.7.2 Italics

- Italics are used for anchors of a scale, e.g. *poor* (0), *fair* (1), *good* (2), *very good* (3) or *excellent* (4)
- Italics may also be used to denote specialist terms and in references (see 2.5 *References/bibliography*).

### 2.8 Dashes and other punctuation

- Use an en rule (–) in cases where the dash signifies ‘and’ or ‘to’ or joins two words of equal weight (i.e. the first does not qualify the second), e.g.

American–British relations, rural–urban links, Chinese–English translation, 1914–18

- A dash also denotes a break in a sentence. This should be a spaced en rule, e.g.

The Belt and Road Initiative – in part a successor to the Silk Road of ancient times – is a global infrastructure development strategy adopted by the Chinese government in 2013

- A hyphen denotes that the first word or number describes the second, e.g.

half-baked bread

- No serial comma in lists.
- Simple bulleted lists have no punctuation at the end of each bullet point and a full stop only after the last point if the points have the character of sentences; otherwise there need be no full stop.

### 2.9 Monetary amounts, numbers and dates

#### 2.9.1 Monetary amounts

Do not use dollar signs; use USD (US dollars), SEK (Swedish Kronor), EUR (euro), etc. Place the abbreviation before the amount it refers to, e.g. GBP 100.

#### 2.9.2 Numbers and dates

- Spell out numbers from one to ten (except in pages, dates and when associated with units of measurement)
- Use numerals for numbers 11 and higher
- Do not begin a sentence with a numeral: spell out the words instead
- When referring to ranges of numbers, repeat all numbers, e.g. 231–234, not 231–4 or 231–34
- For percentages, use the word ‘percent’ except in tables or figures, when you may use ‘%’
- Spell out fractions: two-thirds or three-quarters
- Spell out centuries, e.g. twenty-first century, not 21st century
- Date format: May 5, 2023
- When giving units of measurement, close these up to the relevant numbers, e.g. 3am, 27cm, not 3 am, 27 cm
- In formulae, use letter spaces between words and figures, e.g.  $p = 1$ , not  $p=1$
- 4,000 years
- 40,000 years

- 2000<sup>CE</sup>
- 2000<sup>BCE</sup>
- AD1919
- 330<sup>BC</sup>
- Write out numbers in full in number ranges, e.g. 234–236, not 234–36 or 234–6
- c. 1900

## 2.10 Abbreviations

The following are some of the abbreviations used in GCP publications. When referring to these in the text, please write the words at first mention for any items that are not extremely well known, followed by the abbreviation in parentheses, e.g. the European Union (EU). Thereafter, use the abbreviation throughout consistently.

APEC	e.g.	HDI	QQ
CANGO	EU	km	RMB
CIBL	i.e.	kg	St
CPC	FAcSS	Mr/Mrs/Ms	UN
CSA	G20	OECD	US
Dr	GCP	PRC	vs
etc.	GDP	PTA	ZJUKA

## 2.11 Quotations

- Quotations should always reproduce the original exactly.
- Authors are responsible for the accuracy of their quotations.
- Short direct quotations should be enclosed in single quotation marks ( ‘ ’ ) and run on in the text; use double quotation marks ( “ ” ) for quotations (or terms, concepts, short phrases) within quotations, e.g.

The author found ‘impoverished economic circumstances were linked with the “cancel culture” of the present age.’

- Single quotation marks ( ‘ ’ ) are also used to distinguish words, concepts, special terms or short phrases.
- Where the quoted material begins with a capital but is being placed in the middle of a sentence and the letter should grammatically be lower case, place the letter in square brackets and change to lower case, e.g.

The study showed that ‘[t]he commonest complaint was that they were not kept informed.’

- Ellipses ( ... ) are used to indicate that the quoted material has omitted information (usually only in a sentence). They are styled as three points (full stops), with a space before the first point and a space after the last point. No square or round brackets are used. When used within quotations, omit all punctuation (including full stops) immediately prior to the ellipsis, e.g.

In China and some other countries ... exports exceeded imports.

It is unnecessary to include an ellipsis at the beginning of a quote if the first letter of the quoted material is in lower case. The lower case letter denotes that the quote comes from the middle of a sentence, e.g.



- Freedom of speech and association ‘is required by law’.
- The government insists that the ‘constitution prevails in all such circumstances’.

- Where an external text is inserted into a quote, enclose the insertion in square brackets, to show that it is not part of the quote, e.g.

Lady Macbeth says, ‘But screw your courage to the sticking-place [referring possibly to the screw of a crossbow], And we’ll not fail.’

- For larger sections of quoted text (anything over three lines or about 50 words), use block quotes. These should be set off from other text by adding a blank line above and below the section and indenting the block of text on the left and right by five points. These larger sections, or ‘block quotes’, should not be enclosed in quotation marks.

## 2.12 Other conventions

- *Later edition of a work*: /year of original publication [oblique after the year of the cited edition]
- *Particular volume cited*: Vol. 2. [after title]
- *A multivolume work*: Three vols. [after the title or name/s of translators/editors]
- *Translations (and editions) by author*: Trans. or Trans. and ed. [after author’s name]
- *Translations (and editions, introductions) of author’s work by another/others*:
  - Trans. and ed. [after title]
  - Trans., ed. and with an introduction by ... [after title]
- *Place of publication*: Give name of state or country if the location of the city is not well known or if there are two places of the same name, e.g. Glencoe, IL; Cambridge, UK; Cambridge, MA.
- *Year of publication*: If not yet published, (forthcoming) [after author’s name]
- *Foreign titles*: Follow conventions in the relevant language, e.g. in German use initial capitals for all nouns.
- *Multiple authors*: Surnames and initials for up to six authors should be provided in the reference list, e.g. Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author, F. F. year. If there are more than six authors, list the first six and follow with *et al.*

## PART III

### Dual language information

#### 3.1 GCP dual language service and style

As a subsidiary company of Global China Academy (the UK-based independent worldwide fellowship that encourages comprehensive studies on China in the social sciences and humanities) the bilingual publications of Global China Press serve the purposes of disseminating related academic research, knowledge transfer and public education globally.

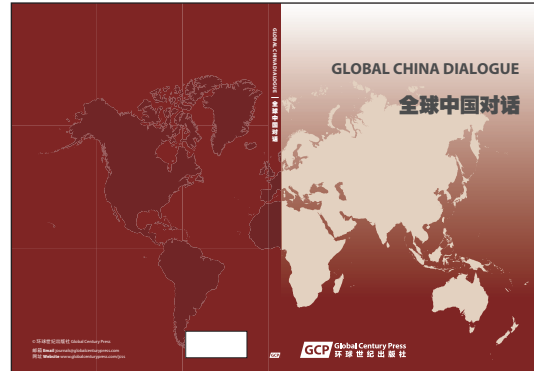
GCP's dual language styles and rules have been developed with both English and Chinese academics, graphic designers, editors and proofreaders over the last few years. They reached their most up-to-date form in the book *China and the Shared Human Future: Exploring Common Values and Goals*, by Martin Albrow, edited by Xiangquan Chang, which was formally launched at the London Book Fair 2022. GCP is applying its house style to all published journals and books and making them available in paper form by submitting them to the UK's deposit libraries and online by submitting them to Crossref. GCP dual language information is displayed at the end of each book. This service forms a feature of GCP's publication.

##### 3.1.1 GCP creates a unique feature for a dual language service with global and transcultural perspectives

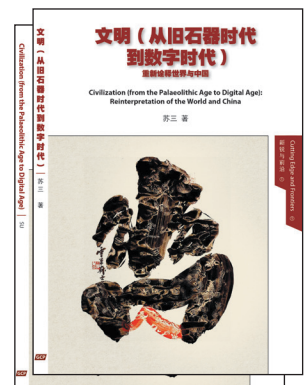
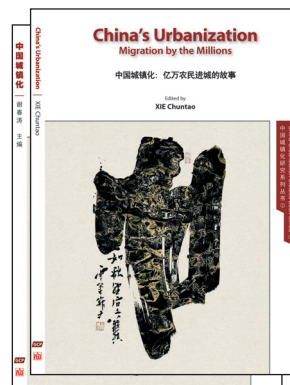
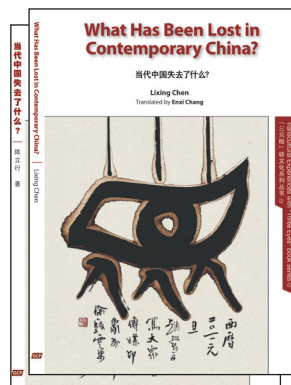
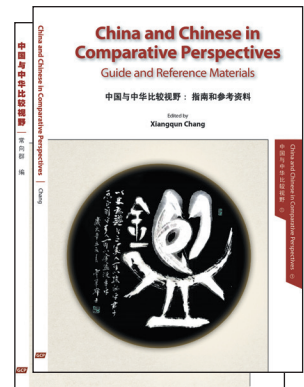
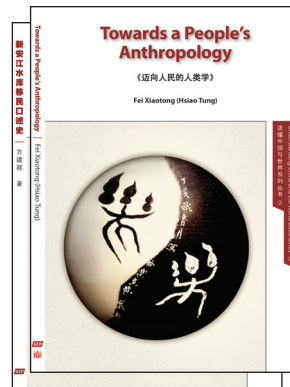
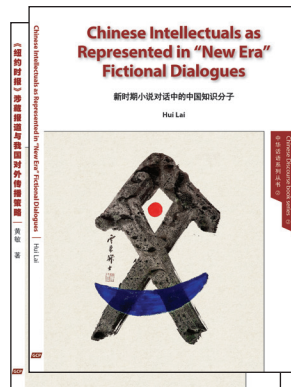
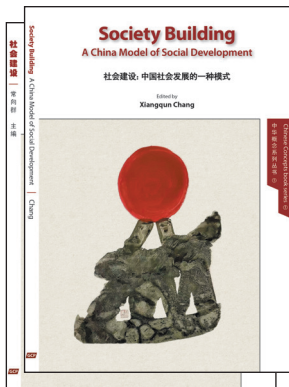
GCP publishes social scientific and humanities academic and popular books bilingually. Some books have both English and Chinese editions, and other books have only an English or a Chinese edition. GCP provides English and Chinese dual language information in all journals and books. In the case of an English book, the Chinese part of the dual language information is designed to assist Chinese readers. Similarly, two of the journals are in Chinese, and the English part of the dual language information includes material to help non-Chinese speakers appreciate the endeavours in this field outside the English-speaking world.

Currently, GCP publishes three cutting edge academic journals, one proceedings series and eight book series that encourage the study of China in global and comparative perspectives. These transcultural products demonstrate how GCA contributes to global academia and participates in building a shared common future. The extended sections called 'Abstract and about the author' (3.2.1), 'Table of contents' (3.2.2) and 'About the book series and other books in this series' (3.2.3) provide readers with a bigger picture beyond this book.

We use a complete map of the world as the background for all covers of journals and the Global China Dialogue (GCD) Proceedings, with different, contrasting versions of the design. *Journal of China in Global and Comparative Perspectives (JCGCP)* has three horizontal bars of colour, whereas *Journal of Chinese for Social Science (JCSS)*, *Journal of Corpus Approaches to Chinese Social Science (JCACSS)* and *Global China Dialogue Proceedings series (GCDP)* feature 'black on white' and 'white on black' treatments on the front and back covers. Together, these images illustrate our main theme of 'global and comparative perspectives'.



The covers of all the book series feature ‘calligraphy paintings’ (书画) selected from the transcultural works of British–Chinese calligrapher and artist Yizhou Zhao (赵翼舟), one of the finest contemporary Chinese calligraphers in the world. Each image is based on a Chinese character or phrase that to a certain extent reflects the theme of each series. For example, the Chinese character 旦 (dawn) is used for the ‘Chinese Concepts’ series; 文明 (civilization) for the ‘Chinese Discourse’ series; 乐 (happiness) for the ‘Understanding China and the World’ series; 鑑 (reflect, scrutinize, comparison) for ‘China and Chinese in Comparative Perspectives’ series; 人 (people or human beings) for the ‘Globalization of Chinese Social Sciences’ series;



众 (the masses or crowd) for the ‘Transcultural Experiences with “Three Eyes”’ series; 心 (heart) for the ‘China Urbanization Studies’ series; and 幽人 (people who are uniquely independent and creative because they live in seclusion) for the ‘Cutting Edge and Frontiers’ series. Some of the characters are directly used as the title of the image, and some of them offer more elaborate and specific meanings, e.g. ‘Man is man’s prisoner’ (《人是人的囚徒》) and ‘Mass media’ (《大众与传媒》). In the case of ‘Everybody can enjoy his own happiness’ (《各乐其乐》), the image represents *yin* and *yang*, the typical Chinese way of thinking. The artist’s rich process synthesizes the materials (including acrylic on watercolour paper, ink on rice paper, and oils) and techniques found in China and the West, and draws on the histories of both spheres to offer a dialogue between them. With deep aesthetic and philosophical underpinnings, informed by his many transcultural experiences between Chinese and Western cultures, Zhao’s work strikes a balance between tradition and innovation and illustrates the aims of both GCA and GCP.

At GCP, every journal article or book is a transcultural product. This process carries through every step of production. The transcultural partnership between authors and editors, copyeditors, proofreaders, graphic designers and typesetters is the heart of GCP’s model, and demonstrates everything that GCP and GCA strive for.

**Note for English-language readers:** *The following two sections (3.1.2 and 3.1.3) are not relevant. They contain information mostly relating to the typesetting of GCP’s overseas Chinese editions – the transcultural process of combining English and Chinese typesetting styles for overseas Chinese readers.*

### 3.1.2 GCP style rules for rendering Chinese-English dual languages

- GCP adds a section called ‘dual language information from Global Century Press’ at the end of every DOI piece in each journal or book. It includes ‘About the book’ (see 1.1-3 above) and ‘More from Global Century Press’ (see 2.1-6 below). This kind of Chinese–English dual language service provides essential information about a particular volume of a journal or a book within a series produced by GCP.
- In English versions, the English text is shown at the top and the Chinese text below, on all book covers and on the copyright page. In Chinese versions, Chinese is shown at the top and English below.
- Regarding blank pages, GCP’s practice is as follows:
  - Roman numerals are used to number pages in the front matter and Arabic numerals for pages in the main text.
  - There may be a blank page between the front matter and the main text to ensure that the first chapter starts on a recto page. Other chapters may start on a verso page.
  - If the book is divided into several parts or large chapters, each part or chapter starts on a recto page.
- The running header on text pages is normally the title of the relevant chapter or section, depending on the structure of the book. If the header is a section it will be followed by the number of the chapter to help readers orientate themselves within the chapter, e.g. “Section Title • chapter 3”.
- There is no space between a surname and a single-character name on covers, contents or in body text in GCP Chinese publications.
- In body text, with English typesetting the line space is normally 2mm and with Chinese typesetting the line space is normally 3mm.
- Choosing from over one thousand possible typefaces, GCP uses the Times New Roman and FZ-Kai-Z03 typefaces for typesetting in English and Chinese versions, respectively. When Chinese occurs in the English version or English in the Chinese version, InDesign software enables us to use composite fonts.
- The Times New Roman typeface cannot display certain Chinese pinyin characters in a standardized Chinese way. For example, the ‘á’ in pinyin ‘diyuán’ (地缘 geography) looks different from the *á* in italic ‘diyuán’. This letter always appears the same in the roman or italic instances of the GB-PINYIN-D font commonly used in the Chinese publishing industry. Nevertheless, GCP still uses Times New Roman to represent pinyin characters.



### 3.1.3 GCP style rules for punctuation marks in Chinese and English bilingual typesetting

The punctuation of Chinese editions published by GCP usually follows the *General Rules for Punctuation* (GB/T 15834-2011)<sup>5</sup> promulgated in 2011 by the General Administration of Quality Supervision, Inspection and Quarantine of the People's Republic of China (AQSIQ) and the Standardization Administration of China. However, in the practice of Chinese–English translation and publishing, there exist some punctuation mismatches. GCP adopts the following rules in Chinese–English bilingual typesetting:

- Since the size of all Chinese punctuation marks is larger than their equivalents in Times New Roman, based on the *General Rules for Punctuation* (GB/T 15834-2011), we set the font size with Founder software of Peking University and the ‘punctuation squeeze’ (indentation of punctuation spacing) according to the Chinese–English bilingual typesetting standard. In this way, we can adjust awkward spaces between English words, numbers and Chinese characters, and also solve the problem of spacing when two punctuation marks appear too far apart.
- In GCP's Chinese editions, double title marks 《 》 are used for book, journal, album or movie titles that are italicized in English, whereas book chapter, article, poem or song titles are enclosed in quotation marks.
- Long dashes (—) are hardly ever used in GCP's English publications. Occasionally, they are used in Chinese publications. In general, we use colons (:) or, in some circumstances, en rules (–). The names of our books and the titles and subtitles of the chapters are usually indicated by different fonts or new lines.
- Generally, GCP uses short dashes (-) instead of wavy lines (~) when typesetting text and numbers.

### 3.1.4 GCP style rules for Chinese and related names

*The Chinese phonetic alphabet spelling rules for Chinese names*<sup>6</sup> was published jointly by AQSIQ and the Standardization Administration of China in 2011. Over the last decade, some rules have been challenged. GCP has made adaptations and introduced its own style rules for Chinese and related names.

- As a rule, all Chinese names are written in pinyin, not italicized, as are names of places, e.g. Beijing or Shanghai.
- Normally, a Chinese surname (or family name) is composed of a single-character name (e.g. Zhao, Qian, Sun or Li) or a two-character name (e.g. Ouyang, Sima). Occasionally, names are formed by two surnames (e.g. Ouyang Chen). Additionally, children born after China's ‘one child policy’ implemented in the 1980s may also have multi-character surnames, which are created by joining the surnames of parents together to denote ‘lineage succession’, e.g. Zhang (father's surname) + Yang (mother's surname) = Zhangyang.
- The above rules also allow a Chinese surname followed by the first name (e.g. Wang Laowu). Usually, the surname looks shorter, having only a single character, while the first name looks longer, having two characters. Sometimes a hyphen (-) is added to connect the two characters of a person's first name (e.g. Wang Lao-wu). Although Chinese names are commonly formed by three characters in total, in recent years, thanks to a revival of traditional culture, some parents have added an additional character to their children's first name, based on numerological principles, e.g. the name of ZHANG Zelinli has the elements of water, wood and earth added.
- There are two ways to write Chinese names in pinyin or English. One way is to write the Chinese surname in capitals followed by the first name with only an initial capital (e.g. ZHANG San, WANG Laowu). GCP adopts this usage for all names of Chinese individuals from the mainland.
- Another way is to write the surname first, without full capitalization, followed by the first name, such as Deng Xiaoping, Zhang Yimou. In accordance with convention and increasingly common usage in the West, GCP renders some well-known names, especially those of politicians or social celebrities, in this way.
- For some well-known ancient philosophers and literati, GCP continues use their English names, such as Confucius, Mencius, or Li Po. However, Li Po can be given as LI Bai / Li Po.

<sup>5</sup> See: <http://www.moe.gov.cn/ewebeditor/uploadfile/2015/01/13/20150113091548267.pdf> (标点符号用法).

<sup>6</sup> See: <http://sxqx.alljournal.cn/uploadfile/sxqx/20171130/GBT28039-2011> 中国人名汉语拼音字母拼写规则.pdf.

- In practice, Overseas Chinese always put their surnames last, the same as English names, e.g. Laowu Wang.
- Some names that are known in ‘Wade–Giles pinyin’<sup>7</sup> (such as Fei Hsiao-tung) are mainly given first in Chinese pinyin (e.g. Fei Xiaotong), but both formats are given when the name is first mentioned, e.g. Fei Xiaotong (Fei Hsiao-tung).
- The pinyin names of Overseas Chinese of non-mainland origin are affected by their dialects, and some have English names. If possible, as many different names as possible are presented when they first appear in an article or a work. For example, JIN Yaoji would usually be known as Ambrose King or Ambrose Yeo-Chi King but may be known as JIN Yaoji or Yaoji Jin in Chinese pinyin.
- Some Korean names look like Chinese names, e.g. Hagen KOO, Kwang-ok KIM, but the surname is usually given after the first name and in full capitals. The same rule is applied to Japanese names, e.g. Tadashi FUKUTAKE, Yoshiyuki YAMA.
- In GCP publications, if you see a surname in front of the first name, you can assume that person is a mainland Chinese. Exceptions are acceptable, as individuals sometimes present their names in their own way.

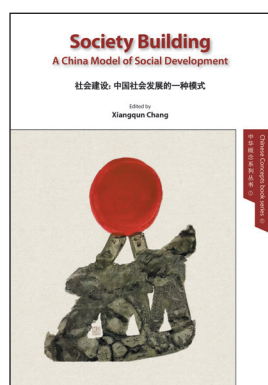
### 3.1.5 Dual language elements for submission

- We strongly encourage our contributors to submit articles in both English and Chinese versions because we produce separate English and Chinese editions of some of GCP journals.
- If this is impossible, articles can be submitted in either English or Chinese without translation.
- In such cases, we ask authors to provide a one-page Summary of approximately 500 characters in Chinese for articles written in English, or of 500 words in English for articles written in Chinese.
- It is the contributors’ responsibility to ensure that the quality of the translated version meets our standards. If we find it to be 60 percent unsatisfactory, we will be unable to send it to our reviewers straight away and will require an improved translation to be provided. Our journals offer a translation service at lower than market rates.
- For Chinese names, please refer to ‘Notes on rendering Chinese names’ in Part III Dual language information of the GCP House Style Guide; they apply to both journals and books. See: <https://globalcenturypress.com/dual-language>

### 3.1.6 Examples of Global Century Press book series<sup>8</sup>

#### *Chinese Concepts* [中华概念]

Series Designer: Martin Albrow; Series Editor: Xiangqun Chang



Title: *Society Building: A China Model of Social Development*

Editor: Xiangqun Chang

Series No.: Vol. 1

Language: English; Chinese

London: Global Century Press (2015)

ISBN 978-1-910334-02-7 (English hardback)

ISBN 978-1-910334-03-4 (English paperback)

ISBN 978-1-910334-02-7 (English hardback)

ISBN 978-1-910334-03-4 (English paperback)

DOI <https://doi.org/10.24103/cc1.en.2015>

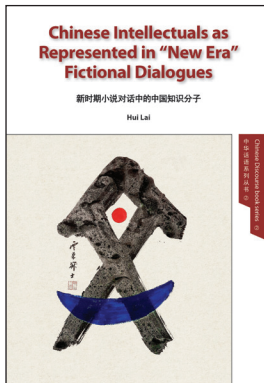
DOI <https://doi.org/10.24103/cc1.en.2015>

<sup>7</sup> See: <https://en.wikipedia.org/wiki/Wade-Giles> and <https://zh.wikipedia.org/wiki/威妥瑪拼音>.

<sup>8</sup> GCP note: In this section, the titles of book series and journals have been added to GCP’s standard Chinese translations.

**Chinese Discourse [中华华语]**

Series Editors: XIE Lizhong and QIAN Yufang

Title: *Chinese Intellectuals as Represented in 'New Era' Fictional Dialogues*

Author: LAI Hui

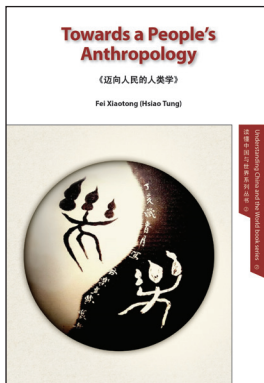
Series No.: Vol. 2

Language: English

London: Global Century Press (2017)

ISBN 978-1-910334-48-5 (English hardback)

ISBN 978-1-910334-47-8 (English paperback)

DOI <https://doi.org/10.24103/cd2.en.2017>**Understanding China and the World [读懂中国与世界]**Series Designer: ZHENG Hangsheng<sup>†</sup>; Series Editor: Xiangqun ChangTitle: *Towards a People's Anthropology*

Author: Fei Xiaotong (Fei Hsiao Tung)

Series No.: Vol. 2

Language: English

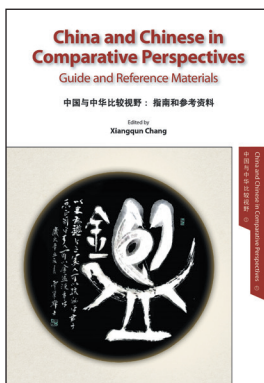
London: Global Century Press (2018)

ISBN 978-1-913522-01-8 (English hardback)

ISBN 978-1-913522-00-1 (English paperback)

DOI <https://doi.org/10.24103/ucw1.en.2018>**China and Chinese in Comparative Perspectives [中国与中华比较视野]**

Series Editors: Xiangqun Chang (second editor to be confirmed)

Title: *China and Chinese in Comparative Perspectives: Guide and Reference Materials*

Author: Xiangqun Chang

Series No.: Vol. 1

Language: English; Chinese

London: Global Century Press (2023)

ISBN 978-1-913522-33-9 (English hardback)

ISBN 978-1-913522-34-6 (English paperback)

ISBN 978-1-913522-35-3 (Chinese hardback)

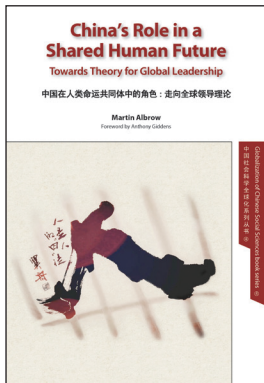
ISBN 978-1-913522-36-0 (Chinese paperback)

DOI <https://doi.org/10.24103/cccp.en.2023>DOI <https://doi.org/10.24103/cccp.cn.2023>



**Globalization of Chinese Social Sciences** [中国社科全球化]

Series Editor: Xiangqun Chang



Title: *China's Role in a Shared Human Future: Towards Theory for Global Leadership*

Author: Martin Albrow

Series No.: Vol. 4

Language: English; Chinese

London: Global Century Press (2018)

ISBN 978-1-910334-35-5 (English hardback)

ISBN 978-1-910334-34-8 (English paperback)

ISBN 978-1-910334-37-9 (Chinese hardback)

ISBN 978-1-910334-36-2 (Chinese paperback)

DOI <https://doi.org/10.24103/gcss4.en.2018>

DOI <https://doi.org/10.24103/gcss4.cn.2018>

**Transcultural Experiences with 'Three Eyes'** [“三只眼”转文化]

Series Editors: Lixing Chen and Xiangqun Chang



Title: *What Has Been Lost in Contemporary China?*

Author: Lixing Chen

Translator: Enxi Chang

Series No.: Vol. 1

Language: English; Chinese

London: Global Century Press (2019)

ISBN 978-1-910334-50-8 (English hardback)

ISBN 978-1-910334-49-2 (English paperback)

ISBN 978-1-910334-75-1 (Chinese hardback)

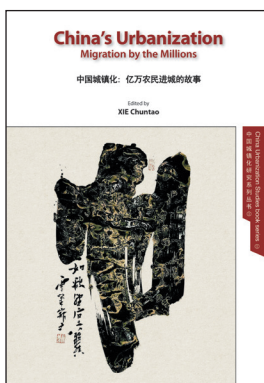
ISBN 978-1-910334-74-4 (Chinese paperback)

DOI <https://doi.org/10.24103/tete1.en.2019>

DOI <https://doi.org/10.24103/tete1.cn.2019>

**China Urbanization Studies** [中国城镇化研究]

Series Editors: LI Qiang and LI Tie; Managing Editor: LIU Jiayan



Title: *China's Urbanization: Migration by the Millions*

Editor: XIE Chuntao

Translator: WANG Chiying

Series No.: Vol. 1

Language: English; Chinese

London: Global Century Press (2016)

ISBN 978-1-910334-20-1 (English paperback)

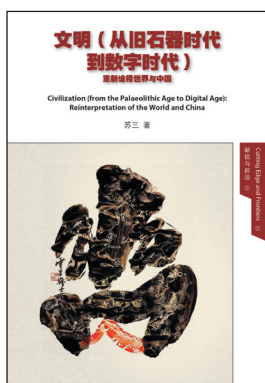
ISBN 978-1-910334-21-8 (Chinese paperback)

DOI <https://doi.org/10.24103/cus1.en.2016>

DOI <https://doi.org/10.24103/cus1.cn.2016>

**Cutting Edge and Frontiers** [新锐与前沿]

Series Editors: Xiangqun Chang and Carsten Herrmann-Pillath



Title: 文明（从旧石器时代到数字时代）——重新诠释世界与中国  
 [Civilization (from the Palaeolithic Age to Digital Age): Reinterpretation of the World and China]<sup>9</sup>

Author: 苏三 [Susan Xu]

Series No.: Vol. 1

Language: Chinese

London: Global Century Press (2023)

ISBN 978-1-913522-37-7 (Chinese paperback)

DOI <https://doi.org/10.24103/cef.cn.2023>**3.1.7 Journals and periodicals** [期刊与辑刊]**Journals** [期刊]<sup>10</sup>*Journal of China in Global and Comparative Perspectives (JCGCP)*

Editor: Xiangqun Chang

Published annually since 2015

Volume: 1

Language: English Edition

London: Global Century Press

ISSN 2633-9544 (print)

ISSN 2633-9552 (online)

DOI <https://doi.org/10.24103/jcgcp>[www.globalcenturypress.com/jcgcp](http://www.globalcenturypress.com/jcgcp)《全球中国比较研究》[*Journal of China in Global and Comparative Perspectives (JCGCP)*]

Editor: 常向群 [Xiangqun Chang]

Published annually since 2017

Volume: 1

Language: Chinese Edition

London: Global Century Press

ISSN 2633-9560 (print)

ISSN 2633-9579 (online)

DOI <https://doi.org/10.24103/jcgcp.cn>[www.globalcenturypress.com/jcgcp-cn](http://www.globalcenturypress.com/jcgcp-cn)

<sup>9</sup> GCP note: In the English edition of the GCP House Style Guide, the examples of books are mainly in English. If the example is only available in Chinese then the English translation is provided.

<sup>10</sup> GCP note: Standardization of the translation of dual-language journals, book series, book titles and author or editor names can help readers to identify references in English or Chinese literature.

《社科汉语研究》[*Journal of Chinese for Social Science (JCSS)*]



Editors: XU Haiyan  
Published biannually since 2018  
Volume: 1  
Language: Chinese Edition  
London: Global Century Press  
ISSN 2633-9501 (print)  
ISSN 2633-9633 (online)  
ISBN 978-1-910334-22-5  
DOI <https://doi.org/10.24103/jcss.cn>  
[www.globalcenturypress.com/jcss](http://www.globalcenturypress.com/jcss)

《语料库与中国社科研究》[*Journal of Corpus Approaches to Chinese Social Science (JCACSS)*]



Editors: 钱毓芳 [QIAN Yufang]  
Published biannually since 2019  
Volume: 1  
Language: Chinese Edition  
London: Global Century Press  
ISSN 2633-9617 (print)  
ISSN 2633-9625 (online)  
ISBN 978-1-910334-68-3  
DOI <https://doi.org/10.24103/jcacss.cn>  
[www.globalcenturypress.com/jcacss-cn](http://www.globalcenturypress.com/jcacss-cn)

*Journal of Corpus Approaches to Chinese Social Science (JCACSS)*<sup>11</sup>

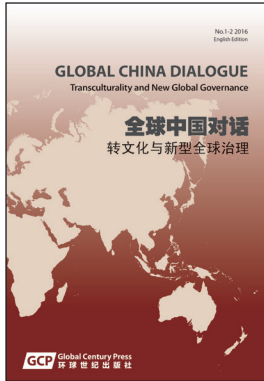


Editors: QIAN Yufang  
Published biannually since 2020  
Volume: 1  
Language: English Edition  
London: Global Century Press  
ISBN 978-1-913522-19-3  
DOI <https://doi.org/10.24103/jcacss>  
[www.globalcenturypress.com/jcacss](http://www.globalcenturypress.com/jcacss)

<sup>11</sup> The application for print and online ISSNs is in progress.

**Proceedings series: *Global China Dialogue*** [《全球中国对话文集》辑刊]

Series Designer: Martin Albrow; Series Editor: Xiangqun Chang

***Transculturality and Global Governance***

Editors: Xiangqun Chang and Costanza Pernigotti

Volume: 1 and 2

Language: English Edition

London: Global Century Press (2016)

ISBN 978-1-910334-32-4 (English)

DOI <https://doi.org/10.24103/gcdp1.2.en.2016>[www.globalcenturypress.com/gcdp](http://www.globalcenturypress.com/gcdp)**《转文化与全球治理》** [*Transculturality and Global Governance*]

Editors: 常向群和裴可诗 [Xiangqun Chang and Costanza Pernigotti]

Volume: 1 and 2

Language: Chinese Edition

London: Global Century Press (2016)

ISBN 978-1-910334-33-1 (Chinese)

DOI <https://doi.org/10.24103/gcdp1.2.cn.2016>[www.globalcenturypress.com/gcdp-cn](http://www.globalcenturypress.com/gcdp-cn)**3.2. A sample of dual language information for each book**

GCP has DOI authorization. A single article includes relevant information, presented in the form of a ‘sandwich’, preceded by front matter such as the General Preface, and followed by the end matter such as the references and GCP’s unique dual language section. The exception to this is the General Preface, which is presented in the form of a ‘pizza’, topping the front matter.

The following sections provide an example of dual language information, taken from *China and the Shared Human Future: Exploring Common Values and Goals*.

**3.2.1 Abstract and about the author*****About the book***

This volume serves as a companion to Martin Albrow’s previous book *China’s Role in the Shared Common Future: Towards Theory for Global Leadership* (2018). It consists of essential selections of work on the theory and practice of globalization (Chapter 2) by the author, the British social theorist and pioneer of global studies, based on his 60-year academic career, which lays a solid theoretical foundation for this book. In the past 10 years, the author has paid much attention to the issue of global governance and China. The editor collected almost all the author’s complete works in Chapters 3–6, including academic papers and writings, newspaper articles, lectures, speech notes in academic and public conferences, academic and media dialogues or interviews and remarks for China’s special occasions during this period. Together, they showcase the author’s bidirectional engagements with Chinese academia, politics, publishers and media on practical themes such as fighting COVID-19, the BRI and lifting the Chinese out of poverty. They offer an insight into how China participates in the shaping of a global society, enabling readers to grasp the author’s thoughts and opinions in the context of China in a global setting.

Based on the creative idea of the ‘globalization of Chinese social sciences’, the editor has brought together a large number of examples of the help given by the author over the past 40 years to Chinese scholars and professionals to fulfil their academic and social missions in China and the UK (Chapters 7–8). The last chapter exemplifies how to develop social theory with Chinese characteristics. In all, the book aims to encourage the globalization of Chinese social sciences and their incorporation into the sum of human knowledge.

### **About the author**

Martin Albrow FAcSS is founding and past Honorary President of the Global China Academy (2012–2021), UK; non-resident Senior Fellow at the Käte Hamburger Center for Advanced Studies ‘Law as Culture’, Bonn University, Germany. He became Emeritus Professor at the University of Wales in 1989 and has held senior visiting positions at various institutions across the world. He is a former President of the British Sociological Association. He was editor of the journal *Sociology* and founding editor of *International Sociology*. His *The Global Age: State and Society beyond Modernity* (1996) won the European Amalfi Prize in 1997. Other books include *Bureaucracy* (1970), *Max Weber’s Construction of Social Theory* (1990), *Globalization, Knowledge and Society* (1990, ed. with E. King), the first book with the keyword ‘globalization’ in the title (book reviewed by Roland Robertson, *Contemporary Sociology*, Vol. 21, No. 1, Jan. 1992), *Do Organizations Have Feelings?* (1997), *Sociology: The Basics* (1999), *Global Civil Society* (co-editor) in 2006/7, 2007/8 and 2011, *Global Age Essays on Social and Cultural Change* (2014) and *China’s Role in a Shared Human Future: Towards Theory for Global Leadership* (2018).

### **About the editor**

Xiangqun Chang FRSA is Founding Fellow and President of Global China Academy, Editor-in-Chief of Global Century Press, Honorary Professor of University College London (2015–20), UK; Distinguished Professor of Nankai University, China. Her publications amount to three million words, including *Guanxi or Li shang wanglai? Reciprocity, Social Support Networks and Social Creativity in a Chinese Village* (in English, 2010 and Chinese, 2009). She is Editor of the *Journal China in Global and Comparative Perspectives* (English and Chinese Editions), and Editor or Co-Editor of six series of books (in English and Chinese): ‘Chinese Concepts’, ‘Globalization of Chinese Social Sciences’, ‘Understanding China and the World’, ‘China and Chinese in Comparative Perspectives’, ‘Cutting Edge and Frontiers’, ‘Transcultural Experiences with “Three Eyes”’ and ‘Global Chinese Dialogue Proceedings’.

## **3.2.2 Table of contents**

### **Prefaces**

General Preface to the book series / <i>Xiangqun Chang</i> . . . . .	1
Preface . . . . .	11
Editor’s Preface / <i>Xiangqun Chang</i> . . . . .	13

Acknowledgements . . . . .	24
----------------------------	----

### **Part One: Theoretical exploration**

Chapter 1 ‘A shared human future’ and ‘community of shared future for mankind’ . . . . .	26
Chapter 2 The theory and practice of globalization . . . . .	69
Chapter 3 Global governance and China . . . . .	129

### **Part Two: Practical themes**

Chapter 4 The Belt and Road Initiative . . . . .	170
Chapter 5 Lifting Chinese people out of poverty . . . . .	194
Chapter 6 Fighting COVID-19 . . . . .	206

### **Part Three: Globalization of Chinese social sciences**

Chapter 7 Academic and social missions in China . . . . .	238
Chapter 8 Academic and social missions for Chinese scholars in the UK . . . . .	326
Chapter 9 Towards social theory with Chinese characteristics . . . . .	374



## Appendix

Basic information about <i>China's Role in a Shared Human Future: Towards Theory for Global Leadership</i> .....	406
--	-----

Index .....	411
-------------	-----

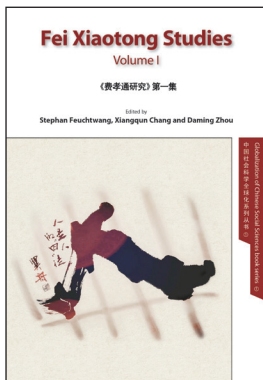
Dual language information from Global Century Press .....	424, 435
---	----------

### 3.2.3 About the book series and other books in this series

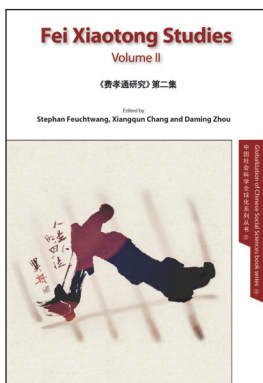
The phrase ‘globalization of Chinese social sciences’ came out of a discussion, with Professor Stephan Feuchtwang at the London School of Economics in 2010, about the title of a book commemorating the 100th anniversary of Professor Fei Xiaotong’s (Fei Hsiao-tung) birth. The first volume (in both English and Chinese) was published in 2014 by Global China Press alone and, in 2015, jointly with New World Press. The dissemination of ‘Chinese social sciences’ covers a very wide range, in which the promotion of Fei Xiaotong’s work is only the first step. We therefore decided to use ‘Globalization of Chinese Social Sciences’ as the name of a book series to promote representative Chinese social scientific works and nearly a century of efforts made by social scientists both inside and outside China. See more details in the General Preface by the Editor of the book series. This is the sixth book in the *Globalization of Chinese Social Sciences* book series, edited by Professor Xiangqun Chang, Honorary Professor of University College London (2015–20); President of Global China Academy, UK.

#### Other books in the *Globalization of Chinese Social Sciences* series

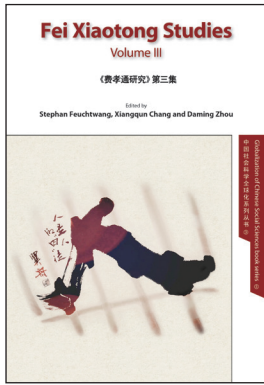
Series Editor: Xiangqun Chang



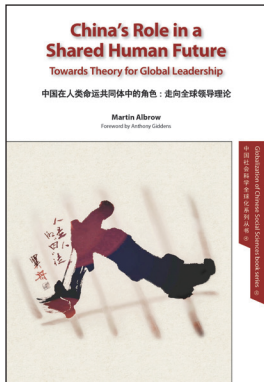
Title: *Fei Xiaotong Studies*  
 Editors: S. Feuchtwang, X. Chang and D. Zhou  
 Series No.: Vol. 1  
 Language: English; Chinese  
 London: Global Century Press (2016)  
 ISBN 978-1-910334-05-8 (English hardback)  
 ISBN 978-1-910334-06-5 (English paperback)  
 ISBN 978-1-910334-07-2 (Chinese hardback)  
 ISBN 978-1-910334-04-1 (Chinese paperback)  
 DOI <https://doi.org/10.24103/GCSS1.en.2015>  
 DOI <https://doi.org/10.24103/GCSS1.cn.2015>



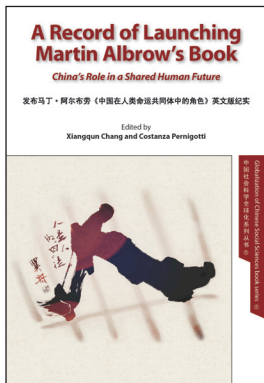
Title: *Fei Xiaotong Studies*  
 Editors: S. Feuchtwang, X. Chang and D. Zhou  
 Series No.: Vol. 2  
 Language: English; Chinese  
 London: Global Century Press (2016)  
 ISBN 978-1-910334-11-9 (English hardback)  
 ISBN 978-1-910334-10-2 (English paperback)  
 ISBN 978-1-910334-09-6 (Chinese hardback)  
 ISBN 978-1-910334-08-9 (Chinese paperback)  
 DOI <https://doi.org/10.24103/GCSS2.en.2016>  
 DOI <https://doi.org/10.24103/GCSS2.cn.2016>



Title: *Fei Xiaotong Studies*  
 Editors: S. Feuchtwang, X. Chang and D. Zhou  
 Series No.: Vol. 3  
 Language: English; Chinese  
 London: Global Century Press (2015)  
 ISBN 978-1-910334-15-7 (English hardback)  
 ISBN 978-1-910334-14-0 (English paperback)  
 ISBN 978-1-910334-13-3 (Chinese hardback)  
 ISBN 978-1-910334-12-6 (Chinese paperback)  
 DOI <https://doi.org/10.24103/GCSS3.en.2017>  
 DOI <https://doi.org/10.24103/GCSS3.cn.2017>



Title: *China's Role in a Shared Human Future: Towards Theory for Global Leadership*  
 Author: Martin Albrow  
 Series No.: Vol. 4  
 Language: English; Chinese  
 London: Global Century Press (2018)  
 ISBN 978-1-910334-35-5 (English hardback)  
 ISBN 978-1-910334-34-8 (English paperback)  
 ISBN 978-1-910334-37-9 (Chinese hardback)  
 ISBN 978-1-910334-36-2 (Chinese paperback)  
 DOI <https://doi.org/10.24103/GCSS4.en.2018>  
 DOI <https://doi.org/10.24103/GCSS4.cn.2018>



Title: *A Record of Launching Martin Albrow's Book: China's Role in a Shared Human Future*  
 Editors: Xiangqun Chang and Costanza Pernigotti  
 Series No.: Vol. 5  
 Language: English; Chinese  
 London: Global Century Press (2019)  
 ISBN 978-1-910334-62-1 (English paperback)  
 ISBN 978-1-910334-63-8 (Chinese paperback)  
 DOI <https://doi.org/10.24103/GCSS5.en.2019>  
 DOI <https://doi.org/10.24103/GCSS5.cn.2019>





# GLOBAL CENTURY PRESS HOUSE STYLE GUIDE 环球世纪出版社出版指南与体例

English Edition (03/2023)

