Style Guide

- We follow the 17th Edition of *The Chicago Manual of Style* (hereafter: CMS).
- In matters of capitalization we typically follow Appendix A in *The SBL Handbook of Style*.

Length

- Essays should be between 6000–9999 words.

Essay information

- Include a title of your essay (see CMS 8.159 for "Principles in headline-style capitalization").
- Include your name
    - Use your baptismal name (e.g., Timothy Koch, not Tim Koch. Samuel Bobby, not Sam Bobby. However, if you go by your middle name, use a first initial followed by your middle name, such as A. Trevor Sutton)
    - If you are a pastor, use "Rev." followed by your name. E.g., Rev. Timothy Koch
    - Only use "Dr." if you have a PhD or ThD or MD. If you have a D. Min, or an honorary doctorate, it is our journal's style to *not* list you as a Rev. Dr.
- Include brief information about yourself. Such as:
    - Rev. Timothy Koch is the pastor of Zion Lutheran Church in Linn, Kansas.
    - Rev. Kyle James Fittje is the pastor of Immanuel Lutheran Church in Lockwood, Missouri.
    - Rev. Samuel Bobby is a Theological Educator and Missionary Pastor at Luther Academy in Riga, Latvia.

Formatting

- Use 11pt Times New Roman font. (Yes, that is correct. ELEVEN point Times New Roman)
- Use *single space* between lines.
- Use *a single space after periods*. **DO NOT USE A DOUBLE SPACE AFTER PERIODS**.
- Use footnotes rather than endnotes.

Emailing your document

- Email your essay to seelsorger@doxology.us
- Save your file according to the following format. Essay.*Author's last name.abbreviated title* (separated by hyphens). For example:
    - Essay.Brown.Perverted-to-Predictable
    - Essay.Koch.Inherited-Sin
    - Essay.Bobby.Rhetoric-and-Vision
    - Essay.Veith.Marraige-and-Culture

Capitalization

Follow the Capitalization guide found in Appendix A of *The SBL Handbook of Style*.
Below are listed some common questions.

- A.D. (A.D. precedes a date, as in A.D. 1580)
- absolution, but Holy Absolution
- A.M.
- Apostle Paul
- baptism, but Holy Baptism
- Bible, biblical
- communion, but Holy Communion
- devil, the
- Eucharist, eucharistic
- Holy Absolution, Holy Baptism, Holy Communion, Holy Scriptures
- Lord's Supper
- Lord's table
- parable of the Sower
- parable of the Good Samaritan
- parable of the Prodigal Son, etc.
- sacrament (the)
- sacrament of the altar
- sacrament of Holy Baptism
- sacrament of Holy Communion
- Satan
- St. Theresa, St. Jerome, St. Paul (always abbreviate *unless* the name begins a sentence, then spell out. For example: "Saint Theresa would frequently read the writings of St. Paul.")
- word of God
- Word of God (when referring to the *Logos*)

Style

- Bible quotations should be from the ESV. If it is necessary to use another translation, use the following abbreviations:
  - o AAT – An American Translation (Beck)
  - o KJV – King James Version
  - o EHV – Evangelical Heritage Version
  - o NASB – New American Standard Bible
  - o NIV – New International Version
  - o NKVJ – New King James Version
  - o RSV – Revised Standard Version.
- References to hymnals should always be in italics, even when abbreviated.
  - o *Lutheran Service Book (LSB)*
  - o *The Lutheran Hymnal (TLH)*
  - o *Christian Worship (CW)*
- The Lutheran Church—Missouri Synod [with em-dash], but LCMS [no em-dash].
- *Seelsorger* (when used as a noun, it is always capitalized and italicized)
- DOXOLOGY (use ALL CAPS when referring to DOXOLOGY: The Lutheran Center for Spiritual Care and Counsel)
- Lines of hymns should be separated by a vertical line. For example: "In the just reward of labor, God's will is done. | In the help we give our neighbor, God's will is done. | In our

worldwide task of caring for the hungry and despairing | in the harvests we are sharing, God's will is done."

- Use the 'Oxford comma.' Items in a series are usually separated by commas. The 'Oxford comma' is the comma that is used *before* the conjunction. For example:
    o The gospels are Matthew, Mark, Luke, and John. . . . *not* Matthew, Mark, Luke and John.
    o Peter, James, and John. . . . *not* Peter, James and John.
    o The man took bread, wine, and money for his journey. . . . *not* The man took bread, wine and money for his journey.

References to the Book of Concord
In matters pertaining to the Book of Concord, *Seelsorger: A Journal for the Contemporary Cure of Souls* follows the style guide as used by *LOGIA: A Journal of Lutheran Theology*. Its style is copied verbatim below:

The Book of Concord may be referred to in the Concordia Triglotta (*Triglotta*), the Tappert edition (Tappert), the Kolb-Wengert edition (Kolb-Wengert), or the Göttingen edition (*BLSK*). Be clear and specific in your references.

Documentation should include the specific confessional writing and the paragraph number. The particular edition of *BSLK* does not usually need citing. Cite a particular edition of *BSLK* only if you know there are differences with another edition (which will *probably* only be rue of the critical apparatus)–in which case you will also probably want to cite the changes. As with books of the Bible, use the full name or standard form of the confessional writing being referred to in the text; use the proper abbreviation in parenthetical documentation.

References to the Book of Concord should be made in text, not in footnotes/endnotes.

AC   Augsburg Confession
Ap   Apology of the Augsburg Confession
Ep   Epitome of the Formula of Concord
FC   Formula of Concord
LC   Large Catechism
SA   Smalcald Articles
SC   Small Catechism
SD   Solid Declaration
Tr   Treatise on the Power and Primacy of the Pope
RN   Rule and Norm of the Formula of Concord

If an article has numerous references to the Formula of Concord, Ep, SD and RN may stand alone. Otherwise, FC Ep, FC SD, FC RN.

Examples:
SA III, III, 2 = Smalcald Articles, Part 3, Article 3, paragraph 2
AC IV, 3 = Augsburg Confession, Article 4, paragraph 3

Books of the Bible
When the book of the Bible is referenced within the text of your essay write it out completely.
When citing a Bible passage please use the following abbreviations in parentheses.

Old Testament

Gen	2 Chr	Dan
Exod	Ezra	Hos
Lev	Neh	Joel
Num	Esth	Amos
Deut	Job	Obad
Josh	Ps/Pss	Jonah
Judg	Prov	Mic
Ruth	Eccl	Nah
1 Sam	Song	Hab
2 Sam	Isa	Zeph
1 Kgs	Jer	Hag
2 Kgs	Lam	Zech
1 Chr	Ezek	Mal

New Testament

Matt	Eph	Heb
Mark	Phil	Jas
Luke	Col	1 Pet
John	1 Thess	2 Pet
Acts	2 Thess	1 John
Rom	1 Tim	2 John
1 Cor	2 Tim	3 John
2 Cor	Titus	Jude
Gal	Phlm	Rev