

SBL Quick Guide

All information in this document is adapted from *The SBL Handbook of Style*, 2nd ed.; *The Chicago Manual of Style*, 18th ed.; and the SBL Student Supplement.

Note that ACU thesis requirements may not perfectly align with SBL style and have been adapted for uniformity across disciplines. These differences include:

- Do not put extra space before/after headings.
- Indent each new paragraph.
- All page numbers will be at the bottom center of each page (not some at bottom center and some at top right).

Levels of Heading

Level 1	Bold and Centered
Level 2	Centered, Not Bold
Level 3	<i>Left-Justified, Bold, Italics</i>
Level 4	Left Justified, Not Bold or Italicized

Quotations

Use block quotes (indented ½ inch) for quoted material of five lines or more. Single-space block quotations with a blank line before and after the quotation.

Numbers

Spell out any numbers that can be written in two words or fewer. Write out numbers zero through one hundred, but use numerals for all other numbers with exceptions for chapter and verse numbers, etc. (e.g., seventy-five [note the hyphen]; one hundred; fifteen thousand; but use numerals for 137; 1,011; 1884).

Capitalization

Capitalize all nouns, verbs, adjectives, and adverbs in headings and titles. Capitalize prepositions that are longer than five letters. See *CMOS* 8.160.

Abbreviations

Books of the Bible should be abbreviated unless they are used at the beginning of a sentence. Note that SBL abbreviations are not followed by periods. See the list of abbreviations at *SBLHS* 8.3.1.

Dashes

There are three separate types of dashes, named based on their length: hyphens (-), en dashes (–), and em dashes (—). See *SBLHS* 2.1.3.4 and *Chicago Manual of Style* (18th ed.) 6.79–6.98 for further explanation regarding formatting and use.

Footnotes

- Re-start numbering with each new chapter.
- Single space footnotes and use a 10-pt font.
- Put a line space between each note.
- Indent the first line of each footnote ½ inch. Subsequent lines should wrap to the left margin.
- Footnote numbers should not be superscripted. They should be full size (10-pt font) and should be followed by a period (see examples below in the “Citation Examples” section).

Shortened Citations

- The first time you cite a source in a particular chapter, give the full citation. For subsequent citations, give author, shortened title, and page number. Do not use “Ibid.” (See the SBL blog for more info on this: <https://sblhs2.com/2018/02/01/cms-update-ibid/>)
- If there are four or more authors, use “et al.” in shortened citations.
- Note that you do not have to start over with the full citation with each new chapter. Once the shortened citation has been used, you may continue to use the shortened citation throughout.

Bibliography (*SBLHS* 6)

- Single-space entries.
- Several works by the same author should be ordered alphabetically by title.
- One-author entries precede multiple-author entries beginning with the same name.
- Entries with the same first author and different second or third authors are arranged alphabetically by the surname of the second author.
- For references that have the exact same author or group of authors, use a 3-em dash (———) in place of the author name for second and subsequent references.

Citation Examples

The examples below show the footnote form in blue, the shortened form in red, and the bibliography form in purple. These are just a few of the most commonly cited materials.

- Note that repeated digits in 3-digit page numbers can be omitted. See *SBLHS* 4.2.4–4.2.7.
- Publisher’s names are shortened when possible.
- As of the publication of its 18th ed., *CMOS* now recommends omitting the publisher’s city. *SBLHS* has not yet been updated with that change, but Dr. Richard Wright (the editor of *Restoration Quarterly*) recommended that *CMOS* 18th ed. should be followed. See 14.30–14.31.

Book by a Single Author (6.2.1)

15. Charles H. Talbert, *Reading John: A Literary and Theological Commentary on the Fourth Gospel and the Johannine Epistles* (Crossroad, 1992), 127.

19. Talbert, *Reading John*, 22.

Talbert, Charles H. *Reading John: A Literary and Theological Commentary on the Fourth Gospel and the Johannine Epistles*. Crossroad, 1992.

Book in a Series (1.3.1 in SBL Student Supplement)

(Note series titles are never italicized. See Section 8.4 of the *SBLHS* for a list of abbreviations.)

18. Claus Westermann, *Genesis 12–36*, trans. John J. Scullion, CC (Fortress, 1995), 25.

20. Westermann, *Genesis 12–36*, 44.

Westermann, Claus. *Genesis 12–36*. Translated by John J. Scullion. Continental Commentaries. Fortress, 1995.

Book with Author, Editor, and Translator (6.2.10)

3. Friedrich Blass and Albert Debrunner, *Grammatica del greco del Nuovo Testamento*, ed. Friedrich Rehkopf, trans. Giordana Pisi (Paideia, 1982), 40.

6. Blass and Debrunner, *Grammatica*, 40.

Blass, Friedrich, and Albert Debrunner. *Grammatica del greco del Nuovo Testamento*. Edited by Friedrich Rehkopf. Translated by Giordana Pisi. Paideia, 1982.

Article/Chapter in an Edited Book (6.2.12)

3. Harold W. Attridge, "Jewish Historiography," in *Early Judaism and Its Modern Interpreters*, ed. Robert A. Kraft and George W. E. Nickelsburg (Fortress; Scholars Press, 1986), 311–43.

6. Attridge, "Jewish Historiography," 314–17.

Attridge, Harold A. "Jewish Historiography." Pages 311–43 in *Early Judaism and Its Modern Interpreters*. Edited by Robert A. Kraft and George W. E. Nickelsburg. Fortress; Scholars Press, 1986.

Journal Article (6.3.1)

7. Blake Leyerle, "John Chrysostom on the Gaze," *J ECS* 1 (1993): 159–74.

23. Leyerle, "John Chrysostom," 161.

Leyerle, Blake. "John Chrysostom on the Gaze." *J ECS* 1 (1993): 159–74.

Unpublished Dissertation or Thesis (6.3.5)

8. Lee E. Klosinski, "Meals in Mark" (PhD diss., The Claremont Graduate School, 1988), 22–44.

26. Klosinski, "Meals in Mark." 23.

Klosinski, Lee E. "Meals in Mark." PhD diss., The Claremont Graduate School, 1988.

Article in an Encyclopedia (6.3.6)

5. Krister Stendahl, "Biblical Theology, Contemporary," *IDB* 1:418–32.

7. Stendahl, "Biblical Theology," 1:419.

Stendahl, Krister. "Biblical Theology, Contemporary." *IDB* 1:418–32.

Article in a Lexicon or Theological Dictionary (6.3.7)

3. Karl Dahn and Walter L. Liefeld, "See, Vision, Eye," *NIDNTT* 3:511–21.

5. Dahn, *NIDNTT* 3:511

In the bibliography, cite the entire dictionary, not the specific entry.

Brown, Colin, ed. *New International Dictionary of New Testament Theology*. 4 vols. Grand Rapids: Zondervan, 1975–1985.

Electronic Journal Article (6.3.10)

43. Carl P. E. Springer, "Of Roosters and *Repetitio*: Ambrose's *Aeterne rerum conditor*," *VC* 68 (2014): 155–77, doi:10.1163/15700720-12341158.

45. Springer, "Of Roosters and *Repetitio*," 158.

Springer, Carl P. E. "Of Roosters and *Repetitio*: Ambrose's *Aeterne rerum conditor*," *VC* 68 (2014): 155–77, doi:10.1163/15700720-12341158.

Website (6.4.15)

10. "The One Hundred Most Important Cuneiform Objects," cdli:wiki, http://cdli.ox.ac.uk/wiki/doku.php?id=the_one_hundred_most_important_cuneiform_objects.

"The One Hundred Most Important Cuneiform Objects." cdli:wiki,

[http://cdli.ox.ac.uk/wiki/doku.php?](http://cdli.ox.ac.uk/wiki/doku.php?id=the_one_hundred_most_important_cuneiform_objects)

[id=the_one_hundred_most_important_cuneiform_objects](http://cdli.ox.ac.uk/wiki/doku.php?id=the_one_hundred_most_important_cuneiform_objects).