

SPELLING AND ABBREVIATIONS

A

Abba

Acts of the Apostles, the (8.102, 104) [no italics]

AD 68, but 68 BC or 621 BCE [full caps and no periods] (9.35)

ad hoc

ad hominem

Adoptionism, Adoptionists (8.96, 8.107)

Advent (the coming of Christ) (8.116)

Advocate (the Holy Spirit) (8.99)

a fortiori

aeon

aesthetic, AVOID, use esthetic

African-American (noun & adj.)

agape

Age of Reason, Enlightenment, etc. (8.79)

Annunciation, the

Antichrist (the great antagonist)

anti-Semitism, anti-Semitic

apocryphal (of doubtful authority)

Apocrypha (deuterocanon)

apologetic

Apologists (Justin Martyr, etc.)

apostasy

a posteriori

a priori

Apostle to the Gentiles (8.100)

Apostles, the [when referring to the Twelve] (8.100)

Apostles' Creed (8.115)

Apostolic Fathers

Apostolic See (= Rome) (8.108)

apostolic age, community, letter, succession, synod, etc.

appendixes

archaeology [AVOID, use archeology]

archeological [prefer this spelling]

Aristotelian

ark of the covenant (8.119)

article, in this [AVOID expression "in this essay"]

Ascension, the (8.107)

Assumption, the; atonement, the (8.107)

B

baptism, the sacrament of (8.109)
baptism of Jesus, the
68 BC (but AD 68), 68 BCE (full caps) (9.35)
Baptist, the; the Precursor (8.92)
Beatitudes, the (8.107)
Beloved Apostle (8.92)
Benedictus, the
bi (as prefix, typically no hyphen, 7.79)
Bible, the (8.102)
biblical (8.102)
Biblical Commission
bio (as prefix, typically no hyphen, 7.79)
bishop, Bishop Jones [see also the pope]
Body of Christ (8.107)
bread of life
bread-of-life discourse
Bultmannian

C

ca. [ca. 1850, not c.a] (7.53)
canon (the Jewish canon)
canon, a canon from the Code; e.g., in canon 526
(see below Code . . .)
Captivity Epistles 8.105; see also Pastoral Epistles
catalogue
cataphatic [AVOID, use kataphatic]
Catholic Church
catholicism, early
century, centuries (8.70, 9.33, 9.34) [see also numbers]
 as adjectival, use this form: the late third-century Fathers; the fifth-century
 controversy; first-century idea; twentieth-century book; also: during the 1890s,
 the 1990s, etc.
cf. [avoid, use see]
chapters
 “In chapter 1 of his book.” (*chapter* is lower case); in notes and parenthetical
 references, *chapter(s)* is abbreviated as chap. or chaps. In a footnote: e.g.: (. . .
 Fortress, 1970) chap. 3.
charism (not charisma)
cherubim
chosen people
City of God

Christ event
Christian (but unchristian)
Christocentric
Christomonism
Christology, Christologies,
christological
church, the (but capitalized when used as a proper noun, e.g., the Roman Catholic Church);
church, local church and state, church and throne; the universal church, the Third Church
church as adjectival, lower case, e.g., church politics, church-state relations (8.97)
city of David
Code of Canon Law [the 1983 Code vs. the 1917 Code]
Codex Iuris Canonici = CIC (canon 915, or c. 1012 of the 1917 Code; cc. 1110-1111).
Code of Canons of the Eastern Churches [promulgated in 1990] (CCE = Codex Canonum Ecclesiarum Orientalium) = CCEO
coequal
Commandments, the Ten Commandments
common era = CE [full caps, no periods] (9.35)
Communion (sacramental Eucharist)
communion of saints
COMPOUND WORDS (see 7.85)
confirmation (sacrament)
cooperation
coordinate
council, councils, the council, but Second Vatican Council (8.101, 7.85)
Counter-Reformation,
covenant, the; new covenant;
covenant theology
coworker
Creation, the [as an event] (8.107)
Creator [when referring to God]
creedal, intercreedal [AVOID credal]
cross, the cross [as the event]
Cross, the [when = Redemption; this usage is rare]
Crucifixion, the
Curia, the = Roman/Vatican Curia

D

Dark Ages (8.72)
data (plural)
Day of Atonement
Lord's Day, the (Sunday)
Day of Judgment
de (as prefix, no hyphen: decontrol; BUT de-emphasize)
Dead Sea Scrolls, the scrolls, the Qumran scrolls
Decalogue
de facto
defense (n.) = American usage [AVOID defence (n.) = British]
Deism
de iure
Demiurge
demotic
demythologize, demythologization
Deutero-Isaiah
Deuteronomic
Deuteropauline
devil
diakonia
Diaspora (in biblical sense only, 8.107)
Diatessaron
Didache
Dionysius (Dionysian)
Dionysus (Dionysiac), the Greek god
Divine Liturgy (Easter Rites)
divine presence
divinity (but the Divinity, as a name for God)
Docetism, Docetic, Docetist
Doctor of the Church [see also, Father, Church]
Donatism

E

early Christian
early catholicism
early church (8.97)
East, Eastern (cultural), east, eastern (directional)
East-West dialogue
Easter Day
ecumenical
ecumenist

ed. When used in a bibliographic reference *after a title* = “edited by” and so is used with one or more editors.

When *preceding a title*, “ed.” or “eds.” = editor, editors.

e.g. always followed by a comma, 6.43; *avoid* abbreviating such expressions except in footnotes and embedded parenthetical notes.

elect, the

encyclical (individual titles: *Divino afflante spiritu*)

second, third words are lower case.

Enlightenment, the

Enquiry [AVOID; use inquiry]

epiclesis

Epiphany, the

episcopal

Epistles of the New Testament (8.105)

Pauline Epistles

Pastoral Epistles, etc.

Epistle to the Hebrews

Letter to Philemon

Epistles of Paul (see Gospels)

eschatology, eschaton

essay, in this [AVOID; say “in this article”]

et al. [no comma before, 6.20]

Eucharist (sacrament), eucharistic

Evangelical Lutheran Church

Evangelist, the (one of the four), the Evangelist Mark

evangelist, an (a preacher of the gospel)

exile, the

Exodus, the (8.107)

ex cathedra

excursus, excursuses

extrabiblical

extra-Christian

eyewitness

F

fall (season) (8.87)

Fall, the (the biblical event, 8.107)

fascicle

the Father (= God)

Fathers of the Church, Church Fathers, the Council Fathers, Alexandrian Fathers

Feast of Tabernacles

feast of the unleavened bread

Festschrift (no italics)

ff. [as in 134ff.] [AVOID; rather, give inclusive p. no.; but if used, no space follows the number]

final judgment

first-century [when used as preceding adj., 7.85]; BUT: “In the first century, the church. . . .”

first edition

firstfruits

First Person (of the Trinity)

Flood [unless context makes cap unnecessary]

florilegium, florilegia

focused, focuses, focusing

form criticism, form critic, form-critical [when used adjectivally]

formulas (plural)

Fourth Gospel, the

Fundamentalism (8.98) [caps only when used as the name of a specific religion or sect]

G

Galilean

Gentile (biblical sense)

Gethsemane

gnostic (adj.), gnostic(s) (noun),

gnosticism

gnosticizing

gnosis

God as creator

God-man

God’s people

gospel (the teaching of Jesus and apostles)

Gospel (Mt, Mk, Lk, Jn)

Gospel harmony

grace

Greco-Roman

H

Hades (8.108)

haggadah, haggadic

Hagiographa

halakah, halakic, halkot

hand (of God)

hapax legomenon/legomena
health care (n.), health-care institutions (adj.)
heaven (8.108)
Hebraic
hell
Hellenic, Hellenize, Hellenization
Hellenist
Hellenistic-Jewish (adj.)
high priest
High Priest (= Christ)
high holy days
higher criticism
history, historian: a history, a historian [NOT *an* historian]
historical-critical (adj.)
history-of-religions (adj.)
Holocaust, the (the Shoah)
Holy Bible
Holy Land
holy of holies
holy orders
Holy Sacrifice (Mass) (8.109)
Holy See (8.99)
Holy Spirit
Holy Scripture
holy souls
Holy Week (8.88)
Holy Writ
house church
Humanists (e.g., Erasmus, 16th cent.)
HYPHEN, use of, 7.77-85, 5.91-92
hypostatic union

I

ibid. [no comma after, when citing a page no.; no italics]; in a sentence *ibid.* is lower case: e.g.: See *ibid.* 3.
inasmuch, inasmuch as
incarnate Word
Incarnation, the
indexes [*not* indices]
Infancy Narratives, Infancy Gospel of Thomas
inquiry
insofar, insofar as

institution of the Eucharist
intertestamental
Irenaeus of Lyons, Irenaeus's view
Israelite
Isaiah Scroll
iure, de

J

Jesus' name (in) (always omit final s after apostrophe—an exception to 7.20)
Jesus event, the
Jewish Christianity, a Jewish Christian, Jewish-Christian (adj.)
Johannine
1 John, 1 John 5, 1 John 5:3
Josephus's
Jr/ III/ Sr etc. [no comma before, 6.47, 10.19]
Judah
Judaic
Judaism, Judaize, Judaizer, Judaizing
Judeo-Christian
Judea, Judean, Judean Desert
Judgment Day

K

kataphatic [use this form; AVOID cataphatic]
kenosis, kenotic
kingdom of God/Christ
Koran, AVOID; use instead Qur'an

L

Lamb of God
last day
Last Judgment
Last Supper
late Judaism, late Jewish
Latinize
Law, the (the Torah, Mosaic Law), Law of Christ
Lent (8.88)
Letter to the Corinthians [see Epistle]
lifestyle
locus, loci
logion, logia

Logos (= Christ, otherwise logos)
Lord's Prayer, the
Lord's Supper, the (8.107, 8.109)
lordship
love feast
Lukan [AVOID Lucan]

M

Magi, the
magisterium
Magnificat, the
Manichean, Manicheism
manna
Markan [AVOID Marcan]
Marian
Mariology, mariological
Mass (as in "attending Mass"), BUT a mass, three masses (8.109)
Matthean
Melchizedek
Messiah (= Christ), otherwise messiah
messiahship, messianic, messianism
messianic secret
mid-20th-century philosophy
Middle Ages
Middle Platonism
midrash, midrashic
midrashim
milieu
millenarianism, millenary
millennium, millennia
minuscule
Mishnah
Modernism, Modernists, the Modernist controversy/crisis
modernity
moral law
Mosaic Law, the Law of Moses
Mother of God
ms. and mss.
Muhammad
multi (as prefix, no hyphen, 7.85)
Muslims, [AVOID "Moslems"]
mystery religions

mythos

N

n. = note [e.g., “as cited above in n. 32”]

naïve, naïveté

nativity of Christ (Nativity, if referring to Dec 25)

natural-law concepts

Near Eastern

neoorthodoxy of Barth

Neoplatonic

neo-Scholasticism, neo-Scholastics

New Covenant, the

new hermeneutic

Nicaea, Council of (8.101)

Nicene Creed

no. (= number, e.g., no. 12 [as in *Lumen gentium* no. 12] [n. = note; see above])

Noah

non (as prefix, no hyphen, 7.85; but non-Christians)

numbers, inclusive 9.60, 6.78 [refers to pagination]

less than 100: use digits, e.g., 3-10

100 or multiple: 100-104, 600-613

101 thru 109 or multiples: 107-8, 505-17

110 thru 199 or multiples: 321-25, 415-532.

[NB: use the en-dash, not the hyphen, between inclusive numbers.]

Numbers in a sentence are spelled out from 1 through 12 inclusive. Over 12 use digits: 13, 18, 35

Ordinal numbers are spelled out first through twelfth, thereafter numbered 13th, 14th, 100th, etc.

Nunc Dimittis (as title of a prayer, 8.106)

O

only-begotten Son

open-minded

ORDINALS (125th, eighth) (9.6, 9.46-50)

Orient, Oriental

original sin (8.107)

our Lady (8.92)

our Lord (8.91)

Our Father, the

outdated

overall

over (as prefix, no hyphen, 7.79, 7.85)
overemphasis, overgenerous,
oversimplification

P

paleo-Christian
paleography, paleographic
papacy, papal
Parable of the Good Samaritan
Parable of the Unjust Steward
Paraclete
paradise
parenesis
parousia, parousiac return
par., parr. = parallel, parallels [to indicate a parallel Gospel verse(s)]
par excellence
Pasch, Christ's Pasch, BUT paschal
Paschal Lamb
Passion, the
Passion Week
Passion Narratives
Passover
Pastoral Letters, the; the Epistles
patriarch of Constantinople, the
patriarchal, patriarchs (8.92)
patristic
Pauline, Pauline corpus
pax Romana [no italics. Familiar words/phrases from foreign languages are not italicized, 7.49.]
penance (sacrament) (8.109)
Pentateuch, Pentateuchal
Pentecost
Pentecostal [upper case only for the modern movement]
people of God
Person (of the Trinity)
the person of Christ
Petrine, Petrine confession, Petrine ministry
pharaohs
Pietism
Pharisaic, Pharisees
pleroma
Pneumatology, pneumatological

pope, the; but Pope John XXIII
post (as prefix, no hyphen, 7.85) postapostolic, postexilic, postmodern,
postconciliar, but post-Bultmannian, post-Mosaic, post-Pauline
précis
Precursor, the; see the Baptist (8.92)
presence of God
prediluvian,
pre (as prefix, no hyphen, 7.85) preeminent, preexilic, preexistence
priesthood of Christ
prima facie
prologue of John
prophecy (noun)
prophesy (verb)
prophets
Prophets, the (part of OT) the Law, the Prophets, the Writings
Protestant (adj. and noun)
psalm, a
Psalms (OT book), the Psalmist, the
Psalter
Pseudepigrapha
pseudo (as prefix, no hyphen, 7.85) pseudograph
Pseudo-Dionysius, or Pseudo-Denis
purgatory

Q

Q, the source Q, the Q-hypothesis
quid pro quo (no italics)
Qumran
Qur'an [AVOID Koran]; Qur'anic

R

rabbi, rabbinic
rapprochement
re (as prefix, typically without hyphen, 7.85) reread, but re-creation
real presence (8.107)
redaction criticism, redaction-critical (adj.)
Redeemer, the
Redemption, the (8.107)
Reformation, the
Reformed tradition
reign of God

remnant, the
Renaissance, the; renaissance (adj.)
Resurrection, the (of Jesus)
resurrection of the dead
revelation
Roman empire
Romantic theology
Revised Standard Version, the (8.103)

S

Sabbath
sabbatical (year, etc.)
sacrament(s)
Sacred Scripture
Sadducees, Sadducean
saints, Saint John
salvation history
Sanhedrin
sapiential books (Proverbs, etc.)
Satan, satanic
Savior (Christ)
sayings source
Sayings of the desert monks
sceptical [AVOID, use skeptical]
Scholastic philosophy, see also: neo-Scholastic, neo-Scholasticism,
Scholasticism
Scholastics, the (8.96)
Scribe, the
Scribes [by analogy with Pharisees]
scriptural, nonscriptural
Scripture(s)
scrolls (in general)
Sea of Galilee
Second Adam, Second Moses, etc.
Second Coming
Second Temple
Second Vatican Council (or Vatican II)
self- (as prefix, always hyphenated) self-consciousness, self-communication
Semitic
Septuagint
seraphim
Sermon on the Mount, Sermon on the Plain

Servant literature
Servant Songs, Suffering Servant (8.92)
Sheol
Shiite, Shiism
signs source
sin offering
Sitz im Leben
skeptical, skeptic, skepticism [not sceptical]
skillful
socio (as prefix, no hyphen, 7.85) socioeconomic
Son of David (8.92, 8.107)
Son of Man
Son of Man sayings
Son of God (Jesus)
sons of light, sons of darkness
Sophia
soteriology
speech event
Spirit, the (8.91)
spring (8.87)
starting point
Stoic philosophy
subapostolic (7.85)
Suffering Servant
Synoptic Gospels, the Synoptics,
Synoptic problem

T

Talmud, talmudic (8.102)
Temple, the (see Second Temple)
temptation of Christ
Ten Commandments, the
thank offering
that (as restrictive, not which)
theophany
theologoumenon, -na (no italics)
Thessalonica (ancient city), Saloniki (modern city)
Third World nations [AVOID this expression; prefer Global South nations, or the Majority World, Majority World nations]
Thomas Aquinas, [use Aquinas in subsequent references]
Thomistic
toward [AVOID towards] etc.

tradition, Scripture and tradition
trans. [in endnotes, followed by full name: trans. John Jones, AVOID tr.]
trans [as prefix, no hyphen, 7.85] transatlantic, transship
Transfiguration, the (8.107)
Tridentine
Trinity, trinitarian
triune God, the
Tübingen school, the
turning point
Twelve, the; the Twelve Apostles

U

Ultramontanes; Ultramontanism; BUT ultramontane
un (as prefix, no hyphen, 7.85) unchurched, unfunded but: un-Christlike
universal church, the
Upper Galilee
United Kingdom (as substantive, spell out; as adjective: UK, no periods)
United States (as substantive, spell it out; as adjective: US, no periods)

V

Vatican II, or Second Vatican Council
verse, v., vv. (NB: the two “v’s” can look like a lowercase “w” depending on the fonts you use).
verse-by-verse (adj.)
verse by verse (adv.)
vice versa
the virgin birth
vis-à-vis
the Visitation
viz.
Vulgate

W

well-attested, but in predicate position no hyphen: “It is well attested that. . . .”
Western (cultural); western (directional)
Western text
which (as nonrestrictive, not *that*) E.g.:
The Hudson River, which is blue, is polluted.
When nonrestrictive, use *that*: The Hudson River that Irving described is gloomy.
NB: many *whichs* in manuscripts need to be changed to *that*.

Wisdom Literature (section of the Bible),
wisdom literature (in general)
Wisdom (only if personified), Book of Wisdom
Word of God (Logos)
word of God (Scripture)
worldview
worshiper, worshipping (not worshipping)

Y

Yahweh

Z

Zion

AMERICAN VERSES BRITISH USAGE (use American forms)

American	British	USE:
-ward	-wards	toward, onward, etc.
-ction	-xion	connection
-dg	-dge	judgment
e-	oe-	ecumenical
-er	-re	theater
-ize	-ise	organize
-l	-ll	leveling

-or	-our	humor
s-	c-	defense

VARIOUS FOOTNOTE FORMATS

Mary Smith, “Freeing Women from the Church,” in *Let My People Go*, ed. John Daly (Minneapolis: Fortress, 1992) 34–76, at 39.

John Jones, *Philoxenia: Festschrift für Bernhard Kotting, gewidmet von seinen griechischen Schülern* (Münster: Aschendorff, 1980).

L’Orthodoxie hier et demain ed. Ion Bria et al. (Paris: Buchet-Chastel, 1979).

[no comma before et al.]

Russian Orthodoxy under the Old Regime, ed. Robert L. Nichols and Theofanis George Stavrou (Minneapolis: University of Minnesota, 1978).

[NB: NOT eds.]

John Jones, *The World*, trans. John Smith (Toronto: Random House, 1994) 94.

Karl Rahner, “God Is Love,” in *Theological Investigations* 5, trans. Karl Kruger (Baltimore: Helicon, 1966) 193–214; translation slightly modified. But if the title of the series volume is given: Karl Rahner, “The Theology of the Symbol,” in *More Recent Writings*, *Theological Investigations* 4...[title *not* italicized]

Mary Smith, *Hello Jesus!*, 2nd ed. (Chicago: Fowler, 1990).

Tractatus 2, 2nd rev. ed. (Malines: Jones, 1930).

Paul Evdokimov, *La femme et le salut du monde: Étude d’anthropologie chrétienne sur les charismes de la femme*, rev. ed. (Paris: Desclée de Brouwer, 1980; originally published in 1900).

OR (Paris: Desclée de Brouwer, 1980; orig. ed. 1900) 145.

ALSO (Buffalo: Prometheus, 1985; German original 1901).

Michel Sesan, “De l’Orthodoxie,” *Theologia* 50 (1979) 122–31.

Giorgio Fedalto, *La chiesa latina in Oriente* 1, 2nd ed. (Verona: Mazziana, 1981).

Nikodim [Rotov], *Johannes XXIII: Ein unbequemer Optimist*, ed. Robert Hotz, S.J. (Zurich: Benziger, 1978).

Derrida, “Des Tours de Babel” 98.

“Lehre vom Geist” 110.

See *God and Creatures* 399–417.

See n. 9 above.

See James Jones, *Body Theology* (n. 10 above).

Lumen gentium no. 5; *Lumen gentium* nos. 24–28.

Ibid. 148.

See *ibid.* 227 n. 2. [no comma before “n.”]

For proof, see Schubert Ogden, *The Point of Life* (London: SCM, 1982). [NB: no comma after “see”; AVOID “cf.”]

John Jones, *A History of India*, 2 vols. (Philadelphia: House, 1994) 2:334.

The Letters of God, 3 vols. ed. J. C. Smith (Oxford: Easby, 1994).

Handbuch der Theologie, 2 vols. ed. Thomas Jones (Düsseldorf: Patmos, 1992) 1:261–83.

I Believe in the Holy Spirit, 3 vols., trans. Mary Smith (Maryknoll, NY: Orbis; and Leuven: Peeters, 1992).

John Jones, “The Challenge of Theology,” in *Jews and Christians*, ed. Mary Smith, Louvain Theological and Pastoral Monographs 21 (Leuven: Peeters, 1997) 95–132. [But usually omit series titles]

L’Osservatore Romano [English ed.], June 27, 1997, 1.

New York Times, sec. 1A., February 17, 1994.

Scott Jones, “Childhood’s End,” *New Yorker*, February 18, 1990, 54–55.

The film *Rosemary’s Baby* treats this theme.

Hans-Georg Beck, *Geschichte der orthodoxen Kirche im byzantinischen Reich. Die Kirche in ihrer Geschichte 1/DI* (Göttingen: Vandenhoeck & Ruprecht, 1980) 67–69.

Anastasios Kallis, *Orthodoxie: Was ist das? Orthodoxe Perspektiven 1* (Mainz: Matthias-Grünwald, 1979).

Biblical Commission, “Interpretation of Dogmas in the Catholic Doctrine,” *Origins* 20 (1990) 1–14, at 4; hereafter cited as “Interpretation of Dogmas.”

Westminster, MD [other states: NY, NJ, MA, PA, MO, etc.] See *Chicago Manual of Style* 10.28

PATRISTIC/MEDIEVAL TEXTS

Series: MG 15.144 ff.; SC etc. [No italics for series, except *The Ante-Nicene Fathers*].

See *Nicene and Post-Nicene Fathers*, ser. 1, vol. 3, 234.

Migne, PG 44.137d–140c; PL 23.931a; GCS 6.156.18–26.

Sources chrétiennes (hereafter SC); *Hymns on the Church* 36.6 (CSCO 199.88).

Demonstrations 6.17 (SC 349.405).

Corpus Christianorum, Series Latina (hereafter CCSL)

Corpus Christianorum, Series Graeca (hereafter CCSG)

Corpus Christianorum, Continuatio Mediaevalis (hereafter CCCM)

Summa theologiae (hereafter ST) 1, q. 104, a. 1.

ST 3, q. 110, a. 2

ST 1, qq. 111–23

ST 2–2, q. 185, a. 1 c

Summa contra gentiles (hereafter SCG) 3, chap. 66.7, or chaps. 63–77.

In II. Sent. d. 2, q. 1, a. 3, ad 1.

De potential q. 4, a. 1 c.

Augustine, *De Trinitate*. Later in the article: *Trin.* 13.14.23; 13.19.24.

Augustine, *De doctrina christiana* 2.41.62.

Augustine, *Confessions* 1.26.

Stromateis VII 2.12.5 (Die griechischen christlichen Schriftsteller der ersten drei Jahrhunderten [hereafter GCS] 17.10.4).

Later references: *Strom.* IV 24.154.5 (GCS 15.316.30 ff.).

A. Renoux, *Le Codex Arménien*, *Patrologia orientalis* 7 (Brussels: Desclée, 1945).

John of Damascene, *De fide* 3, chaps. 3–9 (PG 94.987b–1017b).

Studia patristica 17, ed. Elizabeth A. Livingstone, 3 vols. (Oxford: Pergamon, 1982) 1:147–59, at 152.

ENUMERATING SERIES

(1), (2), and (3)

Or

(a), (b), and (c).

ACRONYMS

For organizations, e.g., UNESCO, WCC, etc. [see CMOS 15.25–26].

PREFIXES: Most prefixes are not hyphenated. Webster gives long lists of examples.