

Quoting of the Bible Books (Examples)

Example	Meaning
Lk 3:24	The Gospel of Luke, chapter three, verse twenty-five
Gen 2:18, 20	Genesis, chapter two, verses eighteen and twenty
1 Chr 24:1-19	First Chronicles, chapter twenty-four, verses one through nineteen
1 Kings 4,2-6.9	First Kings, chapter four, verses two through six, including verse nine
Rom 4-6	Romans, chapters four through six
Jn 5:12-6,3	The Gospel of John, chapter five, verse twelve, through chapter six, verse three
1 Thess 2:17; 3:6-10	First Thessalonians, chapter two, verse seventeen and chapter three, verses six through ten

Bible Book Abbreviations

OT	Gen, Ex, Lev, Num, Deut, Josh, Judg, Ruth, 1-2 Sam, 1-2 Kgs, 1-2 Chr, Ezra, Neh, Esth, Job, Ps/Pss, Prov, Eccl, Song, Isa, Jer, Lam, Ezek, Dan, Hos, Joel, Am, Ob, Jon, Mic, Nah, Hab, Zeph, Hag, Zech, Mal
NT	Mt, Mk, Lk, Jn, Acts, Rom, 1-2 Cor, Gal, Eph, Phil, Col, 1-2 Thess, 1-2 Tim, Tit, Philem, Heb, Jas, 1-2 Pet, 1-2-3 Jn, Jude, Rev

Instructions for References and In-text Citations

1. Books

1.1 Single author

Reference	Arthur, Kay. 1998. <i>Kako proučavati Bibliju</i> . Osijek: Izvori.
In-text citation	(Arthur 1998, 54)

1.2 Author plus editor

Reference	Frangješ, Ivo. 2005. <i>Riječ što traje: Književne studije i rasprave</i> . Ed. Dunja Fališevac i Krešimir Nemeć. Zagreb: Školska knjiga.
In-text citation	(Frangješ 2005, 92)

1.3 Translated book

Reference	Franzen, August. 2004. <i>Pregled povijesti crkve</i> . Trans. Josip Ritig. Zagreb: Kršćanska sadašnjost.
In-text citation	(Franzen 2004, 45)

1.4 Editor or translator in place of an author

Reference	Jovanović, Mladen, ed. 2009. <i>Prigni uho svoje</i> . Zagreb: Biblijski institut.
In-text citation	(Jovanović 2009, 20)

1.5 Two authors

Reference	Ellingworth, Paul, and Eugene Albert Nida. 1994. <i>A Handbook on the Letter to the Hebrews</i> . New York: United Bible Societies.
In-text citation	(Ellingworth and Nida 1994, 68)

1.6 Three authors

Reference	Friberg, Timothy, Barbara Friberg, and Neva F. Miller. 2000. <i>Analytical Lexicon of the Greek New Testament</i> . BGNTL. Grand Rapids: Baker Books.
In-text citation	(Friberg, Friberg, and Miller 2000, 144)

1.7 More than three authors

Reference	Gračanin, Hrvoje, Zrinka Nikolić Jakus, Borislav Grgin, Nataša Štefanec, Hrvoje Petrić, Drago Roksandić, Krešimir Regan, Željko Holjevac, Zoran Grijak, and Ivo Goldstein. 2012. <i>Povijest grada Zagreba: Knjiga 1. Od prehistorije do 1918</i> . Ed. Ivo Goldstein and Slavko Goldstein. Zagreb: Novi Liber.
In-text citation	(Gračanin et al. 2012, 125)

1.8 More works of the same author

Reference	Klaić, Nada. 1975. <i>Povijest Hrvata u ranom srednjem vijeku</i> . Zagreb: Školska knjiga. ———. 1976. <i>Povijest Hrvata u razvijenom srednjem vijeku</i> . Zagreb: Školska knjiga.
In-text citation	(Klaić 1975, 115) (Klaić 1976, 46)

1.9 More works of the same author published in the same year

Reference	Klaić, Nada. 1987a. <i>Koprivnica u srednjem vijeku</i> . Koprivnica: Centar za kulturu, OOUR Muzej grada Koprivnice. ———. 1987b. <i>Medvedgrad i njegovi gospodari</i> . Zagreb: Globus.
In-text citation	(Klaić 1987a, 99-100) (Klaić 1987b, 26-35)

1.10 More authors with the same last name

Reference	Klaić, Nada. 1982. <i>Povijest Zagreba</i> . Zagreb: Liber. Klaić, Vjekoslav. 1930. <i>Hrvati i Hrvatska: Ime Hrvat u povijesti slavenskih naroda</i> . Zagreb: Matica hrvatska.
In-text citation	(N. Klaić 1982, 54) (V. Klaić 1930, 25-35)

1.11 Book without the name of the author

Reference	<i>Title</i> . Year. Place: Publisher.
In-text citation	(<i>Title</i> year, pg. no.)

1.12 Corporative author (institution, society, etc.)

Reference	Mednarodna teološka komisija. 1993. <i>Eshatološka vprašanja</i> . Ljubljana: Družina.
In-text citation	(Mednarodna teološka komisija 1993, 12)

1.13 Volume with an independent title

Reference	Jedin, Hubert, ed. 1972. <i>Od praopćine do ranokršćanske velecркve</i> . Trans. Josip Ritig and Vjekoslav Bajsić. Vol. 1., <i>Velika povijest Crkve</i> . Zagreb: Kršćanska sadašnjost.
In-text citation	(Jedin 1972, 167)

1.14 Volume without an independent title or if there are several volumes bound into one book

If a volume with an independent title is quoted, its number is cited in the reference list as follows: Vol. 2. (second volume) or Vol. 3. (third volume), etc. It is not necessary to specify the volume number in parenthetical citations. However, if a multiple-volume book is quoted, then it is not cited as *Vol. following a number* in the reference list, but is written as follows: 2 Vol. (two volumes), 4 Vol. (four Volumes), etc. In this case, the parenthetical citation must

include the number of the quoted volume followed by a colon and then followed by the page number without a space.

Reference	Hodge, Charles. 1946. <i>Systematic Theology</i> . Vol. 2. Grand Rapids: Eerdmans.
In-text citation	(Hodge 1946, 257)
Reference	Williams, J. Rodman. 1996. <i>Renewal Theology: Systematic Theology from a Charismatic Perspective</i> . 3 vols. Grand Rapids: Zondervan.
In-text citation	(Williams 1996, 2:158)

1.15 Chapter or other part of an edited book

Reference	Štefanec, Nataša. 2015. "The Adaptable Religious Politics on the Zrinski Estates during the Reformation." In: <i>The Reformation in the Croatian Historical Lands: Research Results, Challenges, Perspectives</i> , eds. Zrinka Blažević, Stanko Jambreč and Nataša Štefanec, 263-282. Zagreb: Biblijski institut.
In-text citation	(Štefanec 2015, 272)

1.16 Collection of works

Reference	Rebić, Adalbert. 2018. "Antun Sović, osporavani prevoditelj Biblije." In: <i>Zbornik radova znanstvenog simpozija: Tko su bili hrvatski prevoditelji Biblije, Zagreb 2013.</i> , ed. Danijel Berković, 131-144. Zagreb: Biblijski institut.
In-text citation	(Štefanec 2015, 272)

1.17 Article in a reference work (wordbook, encyclopedia, manual, lexicon)

Well-known encyclopedias and handbooks (printed and online) as well as the Bible are usually not cited in the reference list but only in the parenthetical citation. In case they are critical for the author's arguments, they should be cited in the reference list as a book with a title instead of an author (see 1.11). Dictionaries and lexicons are cited like books: if there is a single author, they are written as a book with one author (see 1.1), but if there are multiple authors or editors, then they are quoted as a book with a title instead of an author (see 1.11). In parenthetical citations, instead of specifying the page number, the abbreviation s. v. is used (lat. *sub verbo* – under the word) or s. vv. (lat. *sub verbis* – under the words) for multiple articles, and the item is written with quotation marks.

Reference	<i>Hrvatska enciklopedija</i> . 2000. Vol. 2. Ed. Dalibor Brozović. Zagreb: Leksikografski zavod Miroslav Krleža.
In-text citation	(<i>Hrvatska enciklopedija</i> 2000, s. v. "crkva")

Reference	<i>Hrvatska enciklopedija, mrežno izdanje</i> . Leksikografski zavod Miroslav Krleža, 2013 – 2024. https://www.enciklopedija.hr/clanak/psaltir (accessed February 29, 2022).
In-text citation	(<i>Hrvatska enciklopedija, mrežno izdanje</i> , s. v. “psaltir”)

In dictionaries and lexicons, articles or items can have separate authors. In this case, the article can be cited as part of the edited book (see 1.15).

Reference	Fučić, Branko. 2006. “Navještenje.” In: <i>Leksikon ikonografije liturgike i simbolike zapadnog kršćanstva</i> , ed. Anđeklo Badurina, 451-456. 5th ed. Zagreb: Kršćanska sadašnjost.
In-text citation	(Fučić 2006, 452)

1.18 Reprint

In the reference list, the original publication date is written at the end in parenthesis with the abbreviation Orig. pub. (original publishing) and there is no period at the end of the citation. In parenthetical citations, the original publication date is not written.

Reference	Šišić, Ferdinand. 1990. <i>Povijest Hrvata u vrijeme narodnih vladara</i> . Ed. Branimir Donat. Zagreb: Nakladni zavod Matice hrvatske. (Orig. pub. 1925.)
In-text citation	(Šišić 1990, 127)

If the book is a first print of a historical manuscript, then it is cited the same as a reprint, but instead of using the abbreviation Orig. pub., the abbreviation Orig. ms. (original manuscript) is used. In parenthetical citations, the original publication date is not written.

Reference	Vranić, Antun. 2017. <i>Psalmi</i> . Ed. Danijel Berković. Zagreb: Biblijski institut. (Orig. ms. 1816.)
In-text citation	(Vranić 2017, 47)

1.19 Unknown date of publication

If the publication date is not known, the Latin abbreviation s.a. is used (sine anno – without year).

Reference	Surname, Name. s. a. <i>Title</i> . Place: Publisher.
In-text citation	(Surname s. a., pg. no.)

If the publication date is not specified, but the author believes that he knows the date, it is stated in square brackets with a question mark after the date.

Reference	Surname, Name. [2013?]. <i>Title</i> . Place: Publisher.
In-text citation	(Prezime [godina?], pg. no.)

1.20 Place of publication

Reference	Krštenje vjernika. 2007. In: Stanko Jambrek, ed. <i>Leksikon evanđeoskoga kršćanstva</i> , 37-44. Zagreb: Bogoslovni institut and Prometej.
In-text citation	(Krštenje vjernika 2007, 41)

If the publisher is located in two or more places, and these places of publication are stated, only the first place should be written in the reference list. For example: Cambridge University Press is located in Cambridge, New York, Melbourne, Madrid, Cape Town, Singapore, São Paulo, Delhi, Mexico City. Hence, in reference should be written:

- Cambridge: Cambridge University Press

If there are two or more publishers located in different locations, the publishers should be written in the following order: 1st location: 1st publisher; 2nd location: 2nd publisher:

- Zagreb: Kršćanska sadašnjost; Split: Verbum.

1.21 Unknown place of publication

If the place of publication is unknown, abbreviation “s. l.” (Lat. *sine loco* = without the place) should be used.

- Surname, Name. Year. *Title*. s. l.: Publisher.

If the place of publishing is not certain but only assumed, the assumed place of publication is written in square brackets followed by a question mark.

Surname, Name. Year. *Title*. [Place?]: Publisher.

1.22 Unknown publisher

If the publisher is unknown, abbreviation “s. n.” (Lat. *sine nomine* = without the name) should be used.

- Surname, Name. Year. *Title*. Place: s. n.

If the publisher is unknown for certain but is assumed, the assumed publisher is written in square brackets with a question mark.

- Surname, Name. Year. *Title*. Place: [Publisher?].

For books printed before 1900, only the place of publication needs to be cited without the publisher. If both the place of publication and publisher are unknown, they are omitted.

Reference	Šulek, Bogoslav. 1889. <i>Psalmi Davidovi</i> . Budimpešta.
In-text citation	(Šulek 1889, 31)
Reference	Radić, Antun. 1871. <i>Ruska škola</i> .
In-text citation	(Radić 1871, 26)

1.23 Publisher

If there are more publishers from the same place, they are connected like this example:

- Matica hrvatska and Bogoslovni institut.

1.24 Electronic book (e-reader, e-book, e-library)

E-books are cited in the same way printed books are, with the type of the e-reader included at the end of the citation (Kindle, Rocket e-book, Kobo, etc.). In parenthetical citations, the chapter number (chap.) or the location (loc.) is written instead of the page number (e-readers usually have text location written on the screen). Online e-books are cited the same way printed books are including the URL address and the access date in round brackets.

Reference	Oman, Charles. 2017. <i>The Byzantine Empire</i> . Serapis Classics. Kindle.
In-text citation	(Oman 2017, loc. 167)
Reference	Austen, Jane. 2007. <i>Pride and Prejudice</i> . New York: Penguin Classics. Kindle.
In-text citation	(Austen 2007, chap. 3)
Reference	O'Donnel, James J. 1995. <i>Cassiodorus</i> . University of California Press. https://faculty.georgetown.edu/jod/texts/cassbook/toc.html (accessed July 12, 2023.).
In-text citation	(O'Donnel 1995, chap. 4)

2. Articles

2.1 Journal articles

Reference	Olson, Oliver K. 2008. "Matija Vlačić i Biblijski zavod u Urachu." <i>Kairos: Evanđeoski teološki časopis</i> 2, no. 2: 241-247.
In-text citation	(Olson 2008, 245)
Reference	Dragena, Mihai. 2022. "Legitimno i nelegitimno proricanje u srednjovjekovnim spisima." <i>Croatia Christiana periodica</i> 46, no. 89: 41-57. https://doi.org/10.53745/ccp.46.89.3
In-text citation	(Dragena 2022, 44)

2.2 Online articles

Articles in online journals are quoted in the same way as printed journals are, but including the URL address and access date in round brackets at the end of the citation. In parenthetical citations, only the author's surname and year are written.

Reference	Bronić, Josip. 2002. "Učenje na daljinu: osvrt na iskustva u prijenosu predavanja putem interneta uživo." <i>Edupoint</i> 2, no. 5.
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	http://edupoint.carnet.hr/casopis/broj-05/clanak-03/index.html#2 (accessed June 30, 2007).
In-text citation	(Bronić 2002)

If the article does not have page numbers indicated, a short comment can be written in a parenthetical citation about the location of the text (name of section, paragraph, title, subtitle). For example: see under “...”

Reference	Pope, Hugh. 1909. “Faith.” <i>The Catholic Encyclopedia</i> . Vol. 5. New York: Robert Appleton Company. http://www.newadvent.org/cathen/05752c.htm (accessed January 10, 2008).
In-text citation	(Pope 1909, see under “Motives of credibility: b”)

2.3 Newspaper article (with the name of the author, without the name of the author, online)

Reference	Tomić, Ante. 2007. “Klasa optimist.” <i>Jutarnji list</i> . December 8, 2007.
In-text citation	(Tomić 2007)
Reference	<i>Nacional</i> . 2007. “Otpusno pismo.” December 17, 2007.
In-text citation	(<i>Nacional</i> 2007)
Reference	Ivanjek, Željko. 2017. “Prva ozbiljna čitanka Slamnigovog opusa.” <i>Jutarnji list</i> . May 29, 2017. http://www.jutarnji.hr/kultura/knjizevnost/prva-ozbiljna-citanka-slamnigova-opusa-njegove-su-pjesme-jos-uvijek-jednako-autenticne-i-antologijske-jer-cuvaju-stare-govore/6314878/ (accessed May 20, 2018).
In-text citation	(Ivanjek 2017)

3. Other

3.1 Doctoral or master thesis

Reference	Barišić, Anto. 2010. “Kristološki teandrizam u misli i djelu Tomislava Janka Šagi-Bunića.” PhD diss., Katolički bogoslovni fakultet Sveučilišta u Zagrebu.
In-text citation	(Barišić 2010, 56)
Reference	Duvnjak, Neven. 2001. “Katolička crkva u Hrvatskoj i problem pravednog socijalnog poretka.” Master’s thesis, Filozofski fakultet Sveučilišta u Zagrebu.
In-text citation	(Duvnjak 2001, 44)

3.2 Presentation at a scientific conference

Reference	Nikolić, Zrinka. 2004. "Obitelji zadarskih nadbiskupa od 12. do 14. stoljeća." Presentation at a scientific conference Sedamnaest stoljeća zadarske Crkve, Zadar, November 16-18, 2004.
In-text citation	(Nikolić 2004)

3.3 Book review

Reference	Lujčić, Božo. 2019. Review of <i>Utjecaj i značenje kralja Davida u Prvoj knjizi Ljetopisa</i> by Stjepan Rusan. <i>Bogoslovska smotra</i> 89, no. 3: 791-794.
In-text citation	(Lujčić 2019, 792)

4.3 Website

Reference	D'Angour, Armand. 2021. "The Song of Seikilos: A Musically Notated Ancient Greek Poem." <i>Antigone Journal</i> . https://antigonejournal.com/2021/12/song-of-seikilos/ (accessed October 14, 2022).
In-text citation	(D'Angour 2021)
Reference	Biblijski institut. 2021. "Novi ciklus predavanja iz područja Novog zavjeta." https://www.bizg.hr/novost/novi-ciklus-predavanja-iz-podrucja-novog-zavjeta/ (accessed June 30, 2021).
In-text citation	(Biblijski institut 2021)
Reference	Centar biblijskih istraživanja. S. a. „Hrvatski psaltir.” http://cbi.bizg.hr/hr/hrvatski-psaltir/o-projektu-hrvatski-psaltir/ (accessed June 30, 2017).
In-text citation	(Centar biblijskih istraživanja s. a.)

4.4 CD-ROM or DVD-ROM

Reference	Brlić-Mažuranić, Ivana. 2002. <i>Priče iz davnine: 1. dio</i> . Ed. Helena Bulaja. CD-ROM. Zagreb: Naklada Bulaja.
In-text citation	(Brlić-Mažuranić 2002)

Book review

Kairos publishes book reviews of the books published by Croatian or foreign publishers, published no more than two years prior, counting from the year when the book review will be published in *Kairos*. The length of a review should be **from two to eight pages**.

Although there are more ways of writing a book review every book review should contain general information, introduction, review of the work and conclusion.

1. *General information*: the title contains basic bibliographic information: the name and surname of the author, title and subtitle of the book, the name of the editor (if there is one), the place of publication, publisher, year of publication, and the total number of pages. Some reviews could provide the information about the price of the book and ISBN number.
2. *Introduction*: in the introductory part of the book review there should be presented some general information about the author, about the context and environment in which the book was written, about the type of the book according to its content and the author's intentions, and it should be specified the theme and the thesis of the book.
3. *Synthetic review and evaluation of the book*: this is the central and the most important part of the book review and it contains analysis, summary of the content of the book and evaluation of the book.
4. *Conclusion*: the reviewer summarizes his/her review of the book as a whole, points out its positive and negative sides, assesses its scientific and theological contribution and he/she recommends it or does not recommend it to the potential readers.

It is recommended that the introductory part should be about a quarter of the text, synthetic review together with the summary of the author's key ideas about two quarters of the text and the concluding evaluation of the book about a quarter of the text.