

# Style summary for preparation of final manuscripts for *Twentieth-Century China*

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## A. Ensuring your final manuscript is in journal style

Final manuscript versions of articles accepted for publication in *Twentieth-Century China* (TCC) must conform as closely as possible to the journal's basic style guidelines, which are highlighted in this summary.

Consult the “The TCC Style Manual” if you need more detail: it is available from the Author Guidelines tab at the journal's homepage located at [www.press.jhu.edu/journals/twentieth-century\\_china/](http://www.press.jhu.edu/journals/twentieth-century_china/).

## B. Basic requirements and file format

- Figures, tables, photographs, maps, and other nontext material must be submitted as separate files.  
Do not embed images or tables in your manuscript file and do not submit them as PDF files. Tables must be in editable format. Figures, photographs, and maps should be good-quality TIF/TIFF, JPG/JPEG, or EPS files. Fully acknowledge the sources of images and data in captions at the end of the file containing the main text.
- Submit the final manuscript file in Microsoft Word format. Format the entire file, notes included, in double-spaced 12-point type. Use Times New Roman for all but Chinese characters, which must be in a distinct font.
- Practice simplicity in formatting your final file; the only further formatting needed is paragraph indentation and italics where appropriate. Do not employ Word's “styles” feature to format paragraphs and fonts.
- Cite references in footnotes; do not include a separate reference list. Cite sources in full the first time and by author name and short title thereafter; do not use *ibid*. Examples of full and short citations appear in §O and §P.
- The journal prints Chinese characters within the text but not in footnotes. In footnotes, use pinyin romanizations for Chinese titles and publishers' names. Add English translations [between square brackets, not parentheses] for all Chinese book and article titles, as described in §L and §O.
- Include Chinese characters, pinyin romanizations, and English translations for Chinese terms and names that appear in the text, using parentheses as detailed in §C–§F. Be sure to use the indicated punctuation and formats.
- Set headings flush left with headline-style capitalization and no period at the end. Do not number sections. To guide editors, first-level headings should be preceded by the code <A>, second-level headings by <B>, and third-level headings by <C>.
- Display the title of the article and the names of all authors on the first page. Follow these with an abstract of no more than 150 words and about 6 keywords that will enhance searchability.
- Include up to 70 words as “notes on contributor” to describe the affiliation and research interests of each author. If desired, add a brief acknowledgment section. Identify one author as the corresponding author and provide an email address for correspondence to appear in print and online.

**Please note:** Before publication, you will need to obtain permission to reproduce material that is not your own creation, not in the public domain, and not covered by fair use. A template for such requests is available on our website. Most images made in the twentieth century are not in the public domain, and works for which no copyright-holder can be located are not thereby in the public domain. Reproduction of an image—considered a complete work—is generally not accepted as fair use. A few nonsequential stills from a film may be reproduced under fair use when an author's point cannot be made by descriptive language alone.

## C. Treatment of Chinese: general principles

*How Chinese characters are used in TCC.* Provide characters within the main body of the text, in parentheses, at the first mention of a name, term, or phrase. Do not include a glossary of characters. Omit characters in the title, abstract, and keywords. Characters do not appear in footnotes, so Chinese sources are cited only in romanized form. Characters may appear in figures, captions, tables, legends, acknowledgments, and notes on contributor(s).

*Simplified vs. traditional characters.* All characters for quotations must reproduce the form (traditional or simplified) of the original document or publication (not that of a republication in a different form). Characters supplied for proper nouns should generally reflect the type of character in use at the time and place under discussion. Characters for other terms should reflect, at the author's discretion, either the sources from which they

are drawn, or the time and place in which they originated, or the time and place under discussion. Some articles may therefore include both traditional and simplified characters, although consistency is desirable.

*When characters are not necessary.* It is not necessary to provide characters for dynasties or for Beijing, Hong Kong, or Taipei or for provinces or provincial capitals in China. “The TCC Style Manual” §4.3 gives a short list of personal names for which characters are not necessary.

*Characters before romanization.* TCC places characters before the romanization (in a departure from standard Chicago style, in which the romanization comes first). No punctuation separates characters and romanization. Important: Type a space after the last character; Word’s autospacing for Chinese fonts will be lost in typesetting.

*Romanization (transliteration).* Names and terms in Chinese should be romanized in the Hanyu pinyin system, without diacritical marks for tones. Nonpinyin romanizations that appear within direct quotations from English-language or foreign-language sources should be retained (pinyin may be interpolated in square brackets).

#### **D. Capitalization for romanized Chinese**

For romanized Chinese, initial capital letters are generally employed only for personal names, place names, and the first words of sentences, titles of works, and formal names of institutions and movements.

The Socialist Education Movement (社会主义教育运动 Shehui zhuyi jiaoyu yundong) began in 1963.

The directors of the Siyi huiguan (四邑會館 Four Counties Native-Place Association) acted quickly.

#### **E. Italics for romanized Chinese**

Italicize an isolated word or phrase in romanized Chinese used within an English sentence structure, unless:

- (1) it is the name of a person, the name of a place, the formal name for an institution or an organization, or the name of a social movement, a religion, a school of thought, or a stylistic movement in the arts, or
- (2) it is an English word by borrowing and is listed in the *Merriam-Webster Collegiate Dictionary*, 11th ed.

*Titles of works.* Romanized titles of works in Chinese are italicized, or not, according to the same rules as titles in English. Only titles of full-length, published works (books, journals, films, and so on) are set in italics. Titles of short works, chapters, and unpublished documents are placed in quotation marks and not italicized.

#### **F. Incorporating Chinese terms and translations into the text**

*Isolated words and phrases.* Provide the Chinese for key terms and phrases at their first occurrence in the essay. Insert the characters and romanization for the term or phrase *in parentheses* directly after the English equivalent, separating characters from what follows only with a typed space. Quotation marks are unnecessary unless required for emphasis or to eliminate ambiguity. Italicize terms that are not proper nouns.

Alternatively, a Chinese term may be employed within the English sentence structure, with the characters and an English translation in parentheses.

He gave greater weight to propriety (禮 *li*) than to worldly considerations.

The jest lies in the similarity of the syllables *lu* (路 road) and *lü* (驢 donkey).

The Central Committee of the Chinese Communist Party (中國共產黨中央委員會 Zhongguo gongchandang zhongyang weiyuanhui) decided the issue.

*Short quotations.* Except when specific phrasing is emphasized, Chinese sources may be quoted in translation. To include the original characters for a short quotation, provide them in parentheses. For quotations of fewer than 10 characters, include romanized Chinese in italics. Separate characters from what follows only with a typed space.

In her youth she had been, in her words, “extremely naive” (幼稚得很 *youzhi de hen*).

In her youth she had been, in her words, “*youzhi de hen*” (幼稚得很 extremely naive).

For quotations of 10 or more characters, provide only the translation and characters and omit the romanization.

She wrote in her memoirs, “Later, they moved me into the family of an old blind woman” (后来, 又把我换到一个瞎眼老太婆家).

*Longer quotations and block quotations.* Quotations from Chinese sources that are two sentences long or more should generally be presented in translation alone, with a citation of the source in a footnote. The Chinese for critical words within long quotations may be inserted in square brackets after the English equivalent.

Quotations running to more than 100 words are generally set as block quotations, and this method may be preferable for certain other quotations also. When it is desirable to include a long quotation in Chinese characters, it should be presented either in-line or as a block quotation (depending on length and other considerations) and followed by (or preceded by) an English translation formatted the same way. The romanization will be omitted.

*Translated titles in the text.* Within the text proper, translations must be provided in parentheses for titles of foreign-language works. Such translations provided as glosses are capitalized sentence style and are not italicized, even for full-length works. (See §L and §O, below, on the format for translations of titles in footnote citations, which use square brackets rather than parentheses).

*Baofeng yuqian* (暴風雨前 Before the storm) was published the next year.

It was there she wrote the famous poem “Yetu de youxing” (野兔的遊行 Journey of the wild rabbit).

An English translation of a title may be used as a stand-in for the discussion of a Chinese work, in which case it should be in capitalized in headline style. For full-length works, stand-in translations are also italicized, unlike glossed translations.

Li published that novel, *Before the Storm* (暴風雨前 *Baofeng yuqian*), later the same year.

It was there she wrote the famous poem “Journey of the Wild Rabbit” (野兔的遊行 “Yetu de youxing”).

## **G. Other languages that do not use the Latin alphabet**

The guidelines in §C–§F apply to all languages not written in the Latin alphabet. Romanize Japanese according to the modified Hepburn system, with macrons for long vowels. Follow Möllendorf for Manchu. For Korean, Tibetan, and other Asian languages, use any standard system. All characters must be Unicode compliant.

## **H. Identifying scholars and historical figures mentioned in the text**

Each scholar and historical figure mentioned in the text should be identified by full name at first mention. Provide characters for historical figures with Chinese names (characters are usually omitted for a short list of renowned Chinese people; see “The TCC Style Manual” §4.3). Characters for scholars’ names are optional.

You may provide historical figures’ years of birth and death in parentheses. These dates are not required. If you provide characters, put the dates after the characters and separate the two with a typed space, not with a comma or semicolon. You may insert “dates unknown” if you feel that information is important.

Zhao Erxun (趙爾巽 1844–1927) wrote of meeting a man named Ding Hutao (丁虎濤 dates unknown).

## **I. Verb tense for historiographical discussions**

Present tense is often appropriate to evoke the immediacy of reading a text or source, but it may be better to cast discussions of historiography in past tense or past perfect tense.

## **J. Numbers in the text**

Spell out the numbers one through one hundred. Use numerals for whole numbers 101 to 999,999, with the exception of round numbers such as two hundred and three thousand. Spell out ordinal numbers up to “one-hundreth” and use numerals for larger ones (e.g., 105th: do not superscript). But use numerals for decimals and any quantities presented in combination with abbreviations for units of measure.

For large round numbers, spell out one through one hundred for millions and billions but use numerals for 101 and up and also for decimals: two million, seventeen million, 105 million, ninety-five billion, 1.2 billion.

For text containing clusters of many numbers, Chicago 9.7 provides flexible guidance.

Centuries are spelled out (“nineteenth century”) and hyphenated as adjectives (“eighteenth-century mores in the twentieth century”). Date ranges include all digits for both endpoints (1911–1927).

We use % rather than “percent” in all contexts, and we use numerals to express all percentages.

## **K. Footnote citation**

TCC follows Chicago's "Documentation I" system for the citation of sources (chap. 14). Cite sources in footnotes and follow the format for notes. TCC articles do not employ bibliographies or reference lists.

Provide full publication information for each source the first time it is cited. Cite by author name and short title thereafter. Do not use *ibid.* or similar shorthand. See §L–§P for details.

## **L. Citation format for Chinese-language sources**

*Romanization.* No characters are included in footnote citations. Provide the authors' names in pinyin.

If a Chinese author is well known under a nonpinyin romanization or if the article cites an author's name that way for another work published in English, the alternate romanization may be provided in square brackets after the pinyin name when citing the author's Chinese-language work.

Titles of Chinese-language sources, titles of journals, names of publishers, and other publication information are given in pinyin, except that the place of publication follows English usage (for example, Hong Kong rather than Xianggang, Taipei rather than Taibei, and New York for a Chinese-language source published there).

*Formatting.* Pinyin titles of works in Chinese are italicized, or not, according to the same rules as titles in English: titles of books, films, and other complete works are therefore italicized, but titles of articles, short stories, chapters, and other short works are enclosed in quotation marks and not italicized.

All titles of Chinese works are capitalized sentence style, so capital letters appear only for the first letter of the title and in proper nouns. The names of Chinese publishers should also be capitalized sentence style.

*English translations in citations.* Give translations for titles of books and articles in Chinese in square brackets after the title. Provide translations for the names of organizations as authors too. Translations may be provided for the titles of journals, newspapers, and magazines at the discretion of the author. However, names of publishers are never translated in citations.

Translations in notes are capitalized sentence style, unlike English titles, and are never italicized, even for full-length works. TCC follows Chicago style and employs square brackets for translations in citations.

## **M. Romanizations in non-Chinese sources**

Nonpinyin romanizations that appear within titles of English-language works (or those in other languages) should be retained; the pinyin may be interpolated in square brackets for clarity, if necessary.

## **N. Short citations after first, full citation**

For the second and subsequent citations of a work, use only the author's family name, a shortened title, and the relevant page numbers. Note that short citations do not include the abbreviation *ed.* (or *eds.*) to distinguish editors.

Use repeated short citations for consecutive references to the same work instead of employing *ibid.*, *idem*, *op. cit.*, or any similar scholarly shorthand.

Titles of up to four or five English words normally need not be shortened. Longer titles should be shortened to a form that retains the key idea of the title without reordering any words. Omit "The," "A," and "An" at the beginning of short titles in English.

Chinese titles are usually shorter, and the full main title should be almost always be retained. In shortening, retain the first few words and the key idea of the title without reordering any words.

When two or more authors with the same family name are cited as sole authors of works, the personal names of those authors should be included in short citations of their works.

## **O. Examples of full citation formats for first citations**

The format, capitalization, and punctuation for full (first) citations should follow those of the examples below, which cover most of the common types and variations for both English-language and Chinese-language sources.

Our system for citing articles within books is a variation on the basic Chicago order: see examples 3 and 4, below.

The first citation does not need to cite the full page range of an article in a periodical or monograph, only the page range for that particular citation.

Note that the punctuation mark introducing page numbers in full citations is a comma for books and a colon for periodicals other than newspapers. A period closes all citations, including those ending with a URL or DOI.

Except for archival sources, give dates in American order and write out months in full: July 2019 or July 8, 2019.

A DOI, if available, is preferred to another type of URL as a locator for electronic sources.

To cite details of publication or types of sources not shown here, consult our style authority, *The Chicago Manual of Style*, 17th ed. (2017), chap. 14. For further guidance on electronic sources, see Chicago 14.205–14.210.

### Books and parts of books

- <sup>1</sup> John Doe, *An Exemplary Book: Scholars in Twentieth-Century China* (New York: Basic Books, 2002), 4–7.
- <sup>2</sup> Zhang Dou, *Zuowei yige lizi: Zhongguo de ershishiji xueshu* [Setting an example: twentieth-century scholarship in China] (Shanghai: Jiandan chubanshe, 2014), 7–19.
- <sup>3</sup> Jane d’Eau and Jeon Dohyun, “Reevaluating Late Qing Reforms,” in Zhang Dou and John Doe, eds., *Without Example: China’s Long Century of Change* (Philadelphia: Wootereis & Grinders, 2011), 22–37.
- <sup>4</sup> Zhang Dou, “Shuyuan, gaodeng xuetang, yu shifan xuexiao” [Confucian schools, new universities, and normal schools], in Zhao Jiemei, ed., *Zhishi ke: xinzheng shiqi de shuilixue jiaoyu* [Thirst for knowledge: hydraulics education in the New Policies period] (Chengdu: Dujiangyan chubanshe, 1999), 56–87.
- <sup>5</sup> Irene Blondell, Claudette Loy, and Harlow Rogers, eds., *Chinese Cinema*, vol. 2, *The 1930s* (Berkeley, CA: Busby, 1989), 33–46.
- <sup>6</sup> Ingrid Stanwyck, Faye Grable, Arthur Grayson, and Bette Crawford, eds., *Chinese Cinema*, vol. 3, *The 1940s* (Berkeley, CA: Busby, 1991), 221–325.
- <sup>7</sup> The Whitepaper Foundation, ed., *The Red China Bluebook*, 3rd ed. (Arlington, VA: Whitepaper Foundation, 1957), 325.
- <sup>8</sup> Chatang yanjiuyuan [Porridge Institute], ed., *Longzui datonghui* [Kettles with a dragon’s mouth] (Tianjin: Muxi chubanshe: 1998).
- <sup>9</sup> Chen Zuoren [Ch’ en Tso-jen], ed., *Dongting chaye dang’an* [Archival documents of the Dongting tea industry] (Taipei: Zhongshan chubanshe, 1971), 104.
- <sup>10</sup> Miranda Carmen, *Brazil’s Chinese*, trans. Dawn Ameche (New York: Good Neighbor Press, 1987), 33–45.
- <sup>11</sup> Jonah and Jonas Day, *Medical Missions in China* (1899; repr. Toronto: Etobicoke Editions, 2005), 44–67.
- <sup>12</sup> Diego Garcia, preface to *China’s Long Twentieth Century* by Justine Dubois (Cambridge, MA: Crimson University Press, 2008).
- <sup>13</sup> Jessica Fairmont, *A Slow Steamer to China* (Chicago: E-Local, 2012), chap. 6, <https://doi.org.10.100/182>.

### Periodicals

A date alone is insufficient for newspaper and magazine citations: include an item title or descriptor and page.

- <sup>14</sup> Zhao Jiemei, “The Motivations and Implications of Irrigation Policy in Guizhou, 1898–1948,” *Chinese Historical Agronomy* 55 (2013): 22–37.
- <sup>15</sup> Zhao Jiemei, “Zai chengli de shui—Guiyang 1911–1931” [Water in the city: Guiyang, 1911–1931], *Guizhou lishi* 23, no. 5 (2012): 677–97.
- <sup>16</sup> John Zhao, “The Development of Theme Parks in the PRC, 1976–2008,” in Joan Williams and Wang Jianguo, eds., “Chinese Leisure after Mao,” special issue, *Commerce and Culture* 22, no. 3 (2010): 127–56.
- <sup>17</sup> Jane d’Eau, “Small Grains: Guangxu Regulations on the Cultivation of Millet and Sorghum,” *Journal of Guangxu Studies* 11 (2013): 200–204, published online May 7, 2013, <https://doi.org/10.1016/j.gxs.2013.11.0067>.
- <sup>18</sup> Elmer Fairmont, “Local Man Recounts Adventures in China,” *Monroe (MI) Bugle*, April 13, 1909, 2–3.
- <sup>19</sup> “Guilinren zai Meiguo” [A Guilin man in America], *Chasu bao* (Guilin), June 19, 1912.
- <sup>20</sup> “Sichuan de shui gongyuan” [Water parks of Sichuan], *Rongcheng renmin bao* [Hibiscus city people’s daily] (Chengdu), May 30, 1998, 5–7.

<sup>21</sup> Taylor Fairmont, “Trove of Old Letters from China Found in Barn,” *Southeast Michigan Advertiser-Bugle-Clarion-Despatch* (Monroe, MI), August 15, 2010, <https://www.monroemediamich.com/local/176sl1993>.

### Online materials other than e-books and online journals

For these sources, omit any unavailable information. Follow the same general format for social media apps.

<sup>22</sup> “Irrigation and Yield for Oats, Northeast Asia,” Oat Council, last modified June 8, 2014, accessed September 1, 2014, <https://www.oats.org/water/irrstat13/5879/>.

<sup>23</sup> Shen Zai, “Weishenmo yanjiu Shanghai ne?” [Why study Shanghai?], Shanghai zaochen, accessed December 1, 2013, <https://www.shanghaizaochen.cn/shenzai/4327/>.

<sup>24</sup> Mary James, “Congee All the Rage in New Jersey,” *Trending China* (blog), August 18, 2014, <https://www.trendingzhongguo.net/81814/>.

<sup>25</sup> He Xing, “Zhongguo lishi zhen weida” [Chinese history is great], *Lishi shalong* [History salon] (blog), April 24, 2014, <https://www.lishishalong.cn/73456/>.

### Wenshi ziliao

Individual titles published by *wenshi ziliao* committees are cited as books. Those issued in a series are normally cited as periodicals (first example) but may, when appropriate, be cited as multivolume works (second example).

<sup>26</sup> Jiang Guiyun, “Wo ren Suzhou jinghai nü shi xiaozhang de huiyi” [Memoir of serving as the principal of the Laura Haygood Normal School in Suzhou], *Wenshi ziliao xuanji* [Selected works of historical materials] 19, no. 12 (1964): 11.

<sup>27</sup> Ma Zhong, “Ma Zhong huiyi lu” [Ma Zhong’s memoir], in Lanfang shi wenshi ziliao weiyuanhui [Committee on literature and history of Lanfang], ed., *Lanfang wenshi ziliao* [Literary and historical materials of Lanfang], vol. 3 (Lanfang: Lanfang wenshi ziliao yanjiuhui, 1999), 7–8

### Internal publications of the PRC or CCP, including *Neibu cankao*

Cite internal publications with no identified publisher or place of publication as in the first example. When a publisher is listed, add the denotation [PRC internal publication] or [CCP internal publication] after the standard publication information. Include an item title in all citations of *Neibu cankao* and use a newspaper format.

<sup>28</sup> Zhonggong Qiqihar shiwei dangshi gongzuowei yuanhui [Party history editorial group of the CCP Qiqihar Committee], ed., *Zhonggong ximan fenju ziliao huibian* [Document collection of the CCP Western Manchuria Bureau] (n.p.: CCP internal publication, 1985), 162–63.

<sup>29</sup> “Yinggai gaijin Zhongsu youhao de xuanchuan gongzuo” [We should improve our propaganda work for Sino-Soviet friendship], *Neibu cankao* [Internal reference], no. 284, December 27, 1952, 386.

### Dissertations

<sup>30</sup> João Dão, “Wine Importers of Macao, 1513–2013” (PhD diss., New Jersey A&M University, 2015), 183.

### Archival documents and local materials

We prefer to list archival units in increasing order: start with the document, list larger units such as folders and boxes, and end with the archival institution and its location; however, archival formats are flexible and may be adapted to the needs of particular citations; listing the units in a different order is acceptable as long as the result is clear and consistent. Dates should be presented in the format shown in the examples.

<sup>31</sup> Asa Muller to Archibald McPhee, 7 July 1921, file B42, box 324, Valencia Collection, Peanut College Library, Guberville, OH.

<sup>32</sup> Memorandum, “Paoge Qingbang chongtu” [Conflict between the Gowned Brothers and the Green Gang], n.d., ca. July 1941, pp. 4–5, file 23, fond 92, Renshou County Archives, Sichuan.

<sup>33</sup> “Report of the Subcommittee on Committees, 1897,” 26 January 1898, in Joy Endo, ed., *Compendium of Primary Source Documents* (New York: Arcana, 1977), vol. 7, 452–77.

<sup>34</sup> Zhou Rui, comp. and ed., printed pamphlet, “Huainian shushu, Zhou Dahua” [In memory of Uncle, Zhou Dahua], n.d., ca. 1990 (n.p.: probably privately printed in Shuyang, Jiangsu Province), family publication acquired by the author in Shuyang in May 2018.

<sup>35</sup> Li Qiming, handwritten manuscript, “Heping riji” [Peace diary], 1956–1958, photographed by the author at the Exhibition Hall of the Shuyang People’s Hospital on May 31, 2018.

## Interviews

Include archival source or publication information in addition, when relevant.

<sup>36</sup> Greg Marlowe, interview by Li Balu, Skunk Haven, NY, September 10, 2019.

## P. Examples of short forms for second and subsequent citations

These examples of short citations correspond directly to the first, full citations and carry identical note numbers for convenience of comparison (although obviously no short citation could be note 1). The periodicals examples demonstrate the inclusion of first names in short citations when two or more authors share a family name. Note that a comma introduces page numbers in all short citations, including those that cite journal articles.

### Books and parts of books

- <sup>1</sup> Doe, *Exemplary Book*, 12.
- <sup>2</sup> Zhang, *Zuowei yige lizi*, 7–19.
- <sup>3</sup> d'Eau and Jeon, "Reevaluating Late Qing Reforms," 27.
- <sup>4</sup> Zhang, "Shuyuan, gaodeng xuetao," 57.
- <sup>5</sup> Blondell, Loy, and Rogers, *Chinese Cinema, The 1930s*, 32.
- <sup>6</sup> Stanwyck et al., *Chinese Cinema, The 1940s*, 5.
- <sup>7</sup> Whitepaper Foundation, *Red China Bluebook*, 325.
- <sup>8</sup> Chatang yanjiuyuan, *Longzui datonghui*, 457.
- <sup>9</sup> Chen, *Dongting chaye dang'an*, 228.
- <sup>10</sup> Carmen, *Brazil's Chinese*, 48.
- <sup>11</sup> Day and Day, *Medical Missions in China*, 47.
- <sup>12</sup> Garcia, preface, *China's Long Twentieth Century*, iii.
- <sup>13</sup> Fairmont-Brown, *Slow Steamer to China*, chap. 3.

### Periodicals (note the inclusion of personal names when two or more authors share a family name)

- <sup>14</sup> Zhao Jiemei, "Irrigation Policy in Guizhou," 27.
- <sup>15</sup> Zhao Jiemei, "Zai chengli de shui," 684.
- <sup>16</sup> John Zhao, "Theme Parks in the PRC," 144.
- <sup>17</sup> d'Eau, "Small Grains," 201–2.
- <sup>18</sup> Elmer Fairmont, "Adventures in China."
- <sup>19</sup> "Guilinren zai Meiguo."
- <sup>20</sup> "Sichuan de shui gongyuan," 6.
- <sup>21</sup> Taylor Fairmont, "Trove of Old Letters."

### Online materials other than e-books and online journals

- <sup>22</sup> "Irrigation and Yield for Oats."
- <sup>23</sup> Shen, "Weishenmo yanjiu Shanghai ne?"
- <sup>24</sup> James, "Congee All the Rage."
- <sup>25</sup> He, "Zhongguo lishi zhen weida."

### Wenshi ziliao

- <sup>26</sup> Jiang, "Wo ren Suzhou jinghai nü shi xiaozhang de huiyi," 11.
- <sup>27</sup> Ma, "Ma Zhong huiyi lu," 8.

### Internal publications of the PRC or CCP, including *Neibu cankao*

- <sup>28</sup> Zhonggong Qiqihar shiwei dangshi gongzuoweiyuanyuanhui, *Zhonggong ximan fenju ziliao huibian*.
- <sup>29</sup> "Yinggai gaijin Zhongguo youhao de xuanchuan gongzuo," 386.

### Dissertations

- <sup>30</sup> Dão, "Wine Importers of Macao," 222.

### Archival documents and local materials

- <sup>31</sup> A. Muller to A. McPhee, 7 July 1921, Valencia Collection.
- <sup>32</sup> "Paoge Qingbang chongtu," 2.
- <sup>33</sup> "Subcommittee on Committees, 1897," 457.
- <sup>34</sup> Zhou, "Huainian shushu," 6.
- <sup>35</sup> Li, "Heping riji," entry for October 4, 1957.

## Interviews

- <sup>36</sup> Marlowe, interview, September 10, 2019.