

## **Contents**

	<b>Introduction</b>	<b>37</b>
<b>1</b>	<b>Normative References</b>	<b>39</b>
1.1	Style Guide	39
1.2	Dictionary	39
<b>2</b>	<b>Romanization</b>	<b>39</b>
2.1	Romanization of Japanese	39
2.2	Romanization of Chinese	42
2.3	Romanization of Korean	42
2.4	Romanization of Sanskrit	42
<b>3</b>	<b>Italicization and Capitalization of Non-English Terms and Names</b>	<b>43</b>
<b>4</b>	<b>Names and Titles</b>	<b>43</b>
4.1	Names of People	43
4.2	Names of Deities and Semi-Deified Beings	44
4.3	Names of Japanese Religious Institutions	45
4.4	Geographical Names	46
4.5	Schools and Lineages	49
4.6	Titles	50
<b>5</b>	<b>Literary Works</b>	<b>51</b>
<b>6</b>	<b>Dates and Times</b>	<b>51</b>
6.1	Dates	51
6.2	Times	52
6.3	Date Spans and Time Spans	53
6.4	Time Periods	53

<b>7</b>	<b>Numbers and Units of Measurement 54</b>
7.1	General Rules 54
7.2	Ordinals 55
7.3	Units of Measurement and Currency 55
<b>8</b>	<b>Symbols and Punctuation 56</b>
8.1	Japanese Characters in English Text 56
8.2	Quotation Marks 56
8.3	Parentheses 57
<b>9</b>	<b>Lists 57</b>
9.1	Ordered Lists 57
9.2	Unordered Lists 57
9.3	Series Comma 57
9.4	Use of “etc.” 58
<b>10</b>	<b>Exhibition and Object Titles 59</b>
10.1	Capitalization 59
10.2	Punctuation of Titles 59
	<b>Appendix: Established Time Periods 61</b>