

6 Dates and Times

6.1 Dates

Follow the American standard month-day-year style specified in

CMOS for writing dates. Separate the day of the week, the date, and the year with a comma, but do not separate the month and the day or the month and the year. Do not include days of the week or era names, unless they are contextually important or further understanding of the subject at hand.

1990年1月1日	January 1, 1990
2021年4月	April 2021
令和3年1月1日（金）	January 1, 2021

If including the day:

2021年4月22日（木）	Thursday, April 22, 2021
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Do *not* use Gregorian calendar months to describe lunar calendar months, i.e., for dates prior to 1873.

正応五年八月三日	third day of the eighth month of 1292 (Shōō 5) (<i>Era name is optional.</i>) <i>not</i> August 3, 1292
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Use “BCE” and “CE” abbreviated without periods to indicate dates before and after year one according to the Gregorian calendar.

前10000年頃	ca. 10,000 BCE
662年	662 CE

Kyuhaku For museum dates, write in the day-month-year style (1 January 2021) to avoid extra commas. For approximate dates, use “about” instead of “ca.”

TNM For regular exhibitions, use “BC” and “AD.”

6.2 Times

Use a.m./p.m. notation for museum times.

8時	8:00 a.m.
17 : 00	5:00 p.m.

Kyuhaku Use 24-hour notation with a colon.

6.3 Date Spans and Time Spans

Use an en dash (–) to indicate date and time spans. Do not repeat month, year, a.m./p.m., and BCE/CE designation when the specified dates and times fall under the same category. Do not repeat words referring to time spans, such as “millennium,” “century,” or “decade,” unless one is BCE while the other is CE.

令和3年（2021年）1月2日（土）～1月31日（日）

January 2–31, 2021

2020年6月16日（火）～2020年7月23日（木）

June 16–July 23, 2020

2019年12月19日（木）～2020年1月15日（水）

December 19, 2019–January 15, 2020

前5世紀頃～後3世紀頃

ca. 5th century BCE–3rd century CE

7世紀頃～10世紀頃

ca. 7th–10th century CE

前6千年紀～前2千年紀

6th–2nd millennium BCE

9：30～17：00

9:30 a.m.–5:00 p.m.

13時半～14時

1:30–2:00 p.m.

Do not repeat numbers indicating centuries and decades when a span of years falls within the same century or decade.

1823～80 1823–80

1861～63 1861–3

NNM

Do not abbreviate decades and centuries in year spans.

6.4 Time Periods

Whenever context allows, replace names of Japanese time periods with the appropriate centuries to facilitate understanding.

奈良時代 eighth century *not* Nara period

If using Japanese time periods in running text, always include the year span in parentheses on the first instance. See the Appendix for established year spans for institutions where available.

KNM Because of the confusing nature of century dates, i.e., thinking seventeenth century means the 1700s, consider interspersing numeric century dates with spelled out ordinal century dates when feasible.

NNM For the wall text of an exhibition and object labels, offer the dates anew each time.

Kyuhaku When period names are unavoidable, use centuries to define rather than years to avoid debated time spans, e.g., for the Edo period use “17th–19th century” rather than “1603–1867/8.”
