

# NOTES TO CONTRIBUTORS

## 1. Accepted Papers

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## 2. Submission Address

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## 3. Paper Size

The articles should normally not exceed 12000 words in length, including footnotes and references. Articles exceeding 12000 words will be accepted only occasionally and upon a reasonable justification from their authors. The discussion notes must be no longer than 3000 words and the book reviews must not exceed 4000 words, including footnotes and references. The editors reserve the right to ask the authors to shorten their texts when necessary.

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Manuscripts should be formatted in Rich Text Format file (\*.rtf) or Microsoft Word document (\*.docx) and must be double-spaced, including quotes and footnotes, in 12 point Times New Roman font. Where manuscripts contain special symbols, characters and diagrams, the authors are advised to also submit their paper in PDF format. Each page must be numbered and footnotes should be numbered consecutively in the main body of the text and appear at footer of page. For all references authors must use the Humanities style, as it is presented in *The Chicago Manual of Style*, 15th edition. Large quotations should be set off clearly, by indenting the left margin of the manuscript or by using a smaller font size. Double quotation marks should be used for direct quotations and single quotation marks should be used for quotations within quotations and for words or phrases used in a special sense.

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The official languages of the journal are: English, French and German. Authors who submit papers not written in their native language are advised to have the article checked for style and grammar by a native speaker. Articles which are not linguistically acceptable may be rejected.

## **6. Abstract**

All submitted articles must have a short abstract not exceeding 200 words in English and 3 to 6 keywords. The abstract must not contain any undefined abbreviations or unspecified references. Authors are asked to compile their manuscripts in the following order: title; abstract; keywords; main text; appendices (as appropriate); references.

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A short CV including the author's affiliation and professional address must be sent in a separate file. All special acknowledgements on behalf of the authors must not appear in the submitted text and should be sent in the separate file. When the manuscript is accepted for publication in the journal, the special acknowledgement will be included in a footnote on the first page of the paper.

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