Introductory Notes

– Before your manuscript is submitted to the publisher for typesetting, please make sure that content and language are checked and are in their final form and that all stylistic and formal requirements are met. The manuscript must be edited, but aside from character formatting it should not be formatted.
– Preparation of the manuscript will be carried out in close cooperation between the author and the respective editor-in-chief. In order to facilitate this process, please follow these general guidelines – you will find specific requirements for your journal (e.g. citation styles) at the end of this document.
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– Standard font: Times New Roman
– Continuous text: font size 10
– Line spacing: 1,5

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  • Please state authors’ full name above the heading.
  • If there are several authors their names will be separated by a slash (/).

– Heading in the Original Language
  • Please differentiate clearly between main heading and subtitle.
  • Avoid run-on titles and keep your main heading as concise and precise as possible. Headings do not end with punctuation (no colon!), with the exception of question marks or exclamation marks.
  • Set main heading in bold type.
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  • The subtitle starts with a new line, not in bold type.
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  • Aside from the original language an English version of the heading is obligatory.
  • Please capitalize all English nouns, adjectives or adverbs, use lower cases for articles, pronouns etc.
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  • Cf. English Heading, 1 + 2.
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  • Every article (with the exception of miscellanea, reviews etc.) will be preceded by an abstract of 600–800 characters (including spaces) and will be followed by 6 keywords in a new line.

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**Exceptions**

– **Archiv für Musikwissenschaft, Archiv für Rechts- und Sozialphilosophie, Hermes, Jahrbücher für Geschichte Osteuropas, Studia Leibnitiana, Sudhoffs Archiv & Vierteljahrschrift für Sozial- und Wirtschaftsgeschichte**
  – There are no abstracts in the original language, an English abstract and English keywords will be sufficient.

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