

Südost-Forschungen.

International Journal for the History, Culture and Regional Studies of Southeast Europe

Editorial guidelines for articles

As at August 2020

Please address offers for drafts to:

Leibniz-Institut für Ost- und Südosteuropaforschung

Landshuter Str. 4, D-93047 Regensburg

or via mail to **sof@ios-regensburg.de**

The Leibniz Institute for East and Southeast European Studies reserves one's **right of primary publication**. Drafts must not be published or suggested to another journal at the time of publishing (neither in another language). Submitted drafts must not be in review by another journal. Also, parts of existing publications must not be included without references, no matter in which language is the existing publication, neither literal nor paraphrased. The *Südost-Forschungen* reserves one's right on all copyrights on published reviews (also for digital forms of distribution).

Drafts can be submitted and finally be printed in German or English, in exceptional cases also in French.

At the latest by acceptance for print, your paper has to be formatted according to the following guidelines. These guidelines should help to avoid extra work, entry errors and unnecessary formatting, so we can work as faultless and cost-saving as possible.

The invitation to submit an offer refers to our interest in the subject but should not be seen as a guarantee for publishing. All submitted drafts are blind peer-reviewed by two reviewers. The editorial board is in charge of the peer-review process.

Extent of Articles to be Submitted:

Approx. 60,000 to 100,000 characters (incl. spaces and references) for articles; approx. 25,000 to 50,000 characters for articles for the section "Aus der Südosteuropa-Forschung".

Abstract:

Please attach an abstract in English to the article. The abstract should not be longer than 150 words and summarise the content and the most important findings.

Spelling:

The spelling is based on British English.

Citation:

References are shown in footnotes, and not in an attached bibliography. The format of the references is shown following and in structure valid for any language.

First Quotation:

N. B. Last names have to be formatted in SMALL CAPS, (see “Font”), **not** in ALL CAPS.

a) Monographs

First Name LAST NAME [multiple authors separated with /], Title. Subtitle. Place of publishing [up to three places: separated with a comma. More than three places: first place et al.] year (Name of series, issue), number of page(s) [without p./pp.]. Places of publication should always be given in the version used in the printed material that comes to quotation. Publishing houses are NOT given.

Examples:

Edvin PEZO, Zwangsmigration in Friedenszeiten? Jugoslawische Migrationspolitik und die Auswanderung von Muslimen in die Türkei. München 2013 (Südosteuropäische Arbeiten, 146), 158.

Alan J. B. WACE / Maurice S. THOMPSON, The Nomads of the Balkans. An Account of Life and Customs among the Vlachs of Northern Pindus. London, New York 1914.

Multi-volume publication:

First Name LAST NAME, Title. Subtitle, Vol. 1 [etc.; if own title per volume: Vol. 1: Title]. Place of publishing year, number of page(s) [without p./pp.].

Example:

Dénes WILDNER, Ortslexikon der ehemaligen Gebiete des historischen Ungarns, Vol. 1: Das Namenmaterial der Komitate im 20. Jahrhundert. Bearb. Ralf Th. GÖLLNER. München 1996 (Studia Hungarica, 44), 25.

Volume from a series:

First Name LAST NAME, Title. Subtitle. Place of publishing year (Name of series, issue), number of page(s).

Example:

Corinna R. UNGER, Ostforschung in Westdeutschland. Die Erforschung des europäischen Ostens und die Deutsche Forschungsgemeinschaft, 1945-1975. Stuttgart 2007 (Studien zur Geschichte der Deutschen Forschungsgemeinschaft, 1), 18–20.

Edited volume:

First Name LAST NAME [multiple: separate with / ; more than three: first mentioned et al.] (Ed., multiple: Eds.), Title. Subtitle. Place of publishing [up to three places: separated with comma. More than three places: first place et al.] year (Name of series, issue), number of page(s) (*if necessary*).

Example:

Sabrina P. RAMET / Konrad CLEWING / Reneo LUKIC (Eds.), Croatia since Independence. War, Politics, Society, Foreign Relations. München 2008 (Südosteuropäische Arbeiten, 131).

b) Article from a Journal

First Name LAST NAME, Title, *Name of Journal* Volume (year), issue (*if necessary*, with “No.”), full extent of the article, number of page(s).

Example:

Mark WELLER, Die Verfassung Kosovos und der Schutz der Minderheiten, *Südosteuropa* 56 (2008), No. 1, 115–56, 120.

c) Article in Edited Volume

First Name LAST NAME, Title, in: First Name LAST NAME [multiple: separated with /] (Ed., multiple: Eds.), Title. Subtitle. Place of publishing [up to three places: separated with comma. More than three places: first place et al.] year, full extent of the article, number of page(s).

Example:

Holm SUNDHAUSSEN, Grundzüge des Staatsangehörigkeitsrechts in den Balkanländern und Rumänien, in: Christoph CONRAD / Jürgen KOCKA (Eds.), *Staatsbürgerschaft in Europa. Historische Erfahrungen und aktuelle Debatten*. Hamburg 2001, 193–215, 195.

d) Referring to Publications in the Internet

Just like for monographs or articles in journals, with the addition

“at <URL>, Date of last access.”

There is also the possibility to indicate the date of last access for all references to publications on the Internet at the first reference, like:

“All cited documents from the Internet were last accessed on xx.xx.xxxx.”

Examples:

Gregor LAPAJNE, Vloga državnega zbora RS v procesih odločanja na ravni EU in v pripravah na predsedovanje EU, diplomsko delo, Univerza v Ljubljani, Fakulteta za Družbene Vede 2007, 71–72, at <<http://dk.fdv.uni-lj.si/diplomska/pdfs/lapajne-gregor.pdf>>, 23.7.2008.

Linkskandidat Türk wird überraschend neuer Präsident Sloweniens, *DW-World*, 17.11.2007, at <<http://www.dw-world.de/dw/article/0,2144,2899978,00.html>>, 23.7.2008.

Further Quotations:

From the second quotation forward, a short citation will be used, following this pattern:

LAST NAME, Short Title, number of page(s).

Examples:

PEZO, Zwangsmigration in Friedenszeiten?, 29–30.

WELLER, Die Verfassung Kosovos, 144.

RAMET / CLEWING / LUKIC (Eds.), *Croatia since Independence*.

Supplementary Notes:

In English titles all words except articles, prepositions as well as *and* and *or* are capitalised, for example:

Manja KLEMENČIČ, A Star Pupil Playing It Safe in the EU. An Inside View of the First Slovenian EU Council Presidency;

Ronald ROBINSON, Non-European Foundations of European Imperialism. Sketch for a Theory of Collaboration, in: Roger OWEN / Bob SUTCLIFFE (Eds.), *Studies in the Theory of Imperialism*.

Supplements to toponyms are added with a separating slash: Frankfurt/M., Freiburg/Bg., Ustí/L., Marburg/L., Berkeley/CA, Chicago/IL, Washington/DC.

Abbreviations:

IDEM; female and multiple: EADEM

Ibidem (when referring to the same title in the footnote directly behind; please do not abbreviate).

Ed., multiple: Eds.

Number of Page(s):

Without abbreviations like “p. / pp.”, except in case of dated publications (e. g. newspapers) or files from archives (please distinguish pages [p.] from folios [fol.] in paginated archival files).

Indication of Second or Further Editions:

Superscripted and put in front of the year of publication. For example: ³Göttingen 1996.

Transliteration:

Bibliographical indications in Cyrillic have to be transliterated according to the Slavistics' rules of transliteration.

Referring to literature in Greek language, the transliteration will be made by the managing editor – the places of publication additionally with indication of possible English (resp. in German or French texts: German or French) spelling.

Footnotes:

Please number the references as footnotes serially at the end of the page. The reference management of the most Windows text software can be adopted in typesetting. The position of the number of footnotes in connection to punctuation and quotation marks has to be evident in the text. *As a basic rule:* The number of the footnote is put directly behind a punctuation mark (comma, semicolon, dot etc.) – without a space. *Referring to single words or passages:* The number of the footnote is put directly behind the last word quoted – also without a space.

Annotations must not be put in tables or underlines of pictures, but in the text below the tables or pictures.

Footnotes are starting with a capital letter and are ending with a dot.

Skips in Quotes:

If you are giving own additions to quotes, please put them in [square brackets]. Please end more extended additions with your initials. Skips in quotes are marked with three dots in square brackets: [...].

Illustrations and Graphics:

Please submit as a file in proper resolution (300 dpi in the desired size). Illustrations have to be free of rights of any third party. If these should be assigned to particular text passages, please indicate these appropriately.