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STYLE GUIDE

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Please send your contribution via e-mail to lhomme.geschichte@univie.ac.at

Please add an abstract (approx. 1,000 to 1,300 characters incl.) to your text, also your affiliation, **postal address** and **e-mail address**, as they are going to be mentioned in the index of authors of the very issue (please give a short declaration of consent!).

For the <u>main articles</u> of every issue you are also asked to agree to the **assignment of rights** to the publishing house.

Format

Please use formatting sparingly (avoid tabs, underlining etc.)!

- Manuscript standard: type Times New Roman; 12 pt; 1.5 line pitch; about 3,000 characters per page (incl.)
- No hyphenation
- Ragged margin, left-aligned
- Use one space, not two spaces, between sentences.
- For citation to the literature, use **footnotes** (i.e. don't use endnotes and don't include the literature in the text).

Length of articles

- Main articles: 30,000-45,000 characters (including footnotes and blanks!)
- Report and commentary: 9,000-18,000 characters
- "Aus den Archiven" (presentation of archive material): 10,000-12,000 characters
- Book reviews: 7,000-9,000 characters
- Abstracts: 800-1,300 characters

Structure of the text

- Subheads and further partition should be made clear
- Please define segments in the text in the text we use only two levels of headings (1 and 1.1, 1.2 etc.)
- Please mark paragraphs with blank lines

1. MAIN TEXTS, REPORTS

- Indicate deletions in quotations with three dots in square brackets [...].
- Write out short forms such as i.e. (that is), etc. (and so forth), e.g. (for example), % (per cent) (but use short forms in the footnotes!)
- Spelling: we use British spelling (using "ised" rather than "ized"; honour, labour etc.)
- Write out numbers up to twelve.
- Please write out names (also first names!) in main text and footnotes.
- For any annotations please use footnotes.
- Put titles of books, journals, movies, theatre plays and so on in double quote
 ("L'Homme"); but for names of institutions, associations or political parties
 (Department of History; Labour Party) don't use neither double quotes nor italics.
- Put any literal quotation in double quote; otherwise (irony, accentuation) use single quote.
- Please use italics for foreign words (*Zeitgeist, Ancien Régime, longue durée*) and for emphasis.
- Use a comma separator for numbers over one thousand (i.e. 1,500).
- Dates: Use the date-month-year style, i.e. 25 March 2010.

Footnotes

- numbers of footnotes in the main text: superscript
- footnotes follow punctuation marks
- If footnotes are not literal quotations, please prefix "cf.":

Cf. the quotation from Roland Barthes in: Joan Scott, Rereading the History of Feminism, in: Only Paradoxes to Offer. French Feminists and the Right of Man, Cambridge/MA 1998, 1–19.

Cf. Krassimira Daskalova, The Women's Movement in Bulgaria in a Life Story, in: Women's History Review, 13, 1 (2004), 91–103.

Reference / citation

• Book entry, single author

Judith Butler, Gender Trouble, London 1993, 146.

Alison Weir, Sacrificial Logics: Feminist Theory and the Critique of Identity, London 1996, 123.

Note: We don't use "p." for page.

• Articles in journals

Sam Jones, Goldfrapp gets the critics all steamed up, in: The Guardian, 5 (23 August 2005), 26.

Susan Ehrlich, Gender as social practice: Implications for the SLA, in: Studies in Second Language Acquisition, 19, 4 (1997), 421–446, 430. (19 = volume, 4 = issue; 430 = page with quote)

Robert Knight, National Construction Work and Hierarchies of Empathy in Postwar Austria, in: Journal of Contemporary History, 49, 1 (2014), 491–513.

• Items in an anthology/chapter in edited book

Marina Lazreg, Feminism and Difference: the Perils of Writing as a Woman on Women in Algeria, in: Marianne Hirsch and Evelyn Fox-Keller (eds.), Conflicts in Feminism, London 1990, 81–102.

Sigmund Freud, The ego and the id, in: James Strachey (ed.), The standard edition of the complete psychological works of Sigmund Freud, 19 vol., London 1999, 3–66 (orig. 1923).

If a work has **two authors**, give both names every time you cite it. For **three or four authors**, give all names the first time the work is cited and then use the first author's name and "et al." for all subsequent citations. For works with more than five authors, use the first authors name and "et al." including the first citation.

- No need to mention series.
- Please mention $2^{\text{nd}}/3^{\text{rd}}$ edition with a small, superscript figure (22004).

• Place of publication

- connect more than one places with a slash /
 Cary Nelson and Lawrence Grossberg (eds.), Marxism and the Interpretation of Culture, Urbana/Chicago 1988, 271–313.
- if the place of publication is not clear, please add specification: Cambridge, MA 2017 (not: Cambridge, Mass.)
- set apart volume, year, page ... using commas: Barbara Burris et al., The Fourth World Manifesto, in: Ann Koedt et al. (eds.), Radical Feminism, New York 1973, 322–357, 330.

• Abbreviation

- abbreviate: chap., esp., f. and ff. (without blank), cit. following:

The quotation is taken from a report of the year 1863, quot. following Raffaelle Romanelli, Individuo, famigila e collettività nel codice civile della borghesia italiana, in: Raffaella Gherardi and Gustavo Gozzo (eds.), Saperi della borghesi e storia di concetti fra Otto e Novecento, Bologna 1995, 351–399, 373ff.

- use the abbreviation ibid. only within one footnote, otherwise use short form of citation see below):

For critical discussion cf. Mason Stokes, The Colour of Sex. Whiteness, Heterosexuality, and the Fictions of White Supremacy, Durham/London 2001; Birgit Brander Rasmussen, Eric Klinenberg, Irene J. Nexica and Matt Wray, Introduction, in: idem (ed.), The Making and Unmaking of Whiteness, Durham/London 2001, 1–24; cf. also Howard Winant, White Racial Projects, in: ibid., 91–112.

• Short form of citations

If a publication has been cited in full version once, in following citations only mention surname, first noun or a short version of the title, and number of the footnote with the full citation, finally add pages.

Cf. Weir, Logics, see note 12, 47.

multiple authors or editors get connected with and; in short citation with slash
 Gloria T. Hull, Patricia Bell Scott and Barbara Smith (eds.), All the Women are White,
 All the Blacks are Men, But Some of Us Are Brave, New York 1977.

Cf. Hull/Bell Scott/Smith, All the Women, see note 6.

- in footnotes with more than one quotation separate them with semicolon

Cf. Gérard Delille, Famille et propriété dans le Royaume de Naples (XVe–XIXe siècle), Rome/Paris 1985, 369f.; idem, Strategie di alleanza e demografia del matrimonio, in: Storia del matrimonio, Roma/Bari 1996, 283–303.

• Archive material

Citing archive material: please pay special attention to accuracy and uniformity, no abbreviations please.

• Internet

Véronique Mottier, The Interpretive Turn: History, Memory, and Storage in Qualitative Research, in: Forum: Qualitative Social Research, 6, 2 (2005), at: http://www.qualitative-research.net/fqs-texte/2-05/05-2-33-e.htm, access: 18 August 2005, 21 paragraphs.

Translations

• Citing publications in not very well known foreign languages: please translate the title into English and add this translation in brackets.

Cf. Dalia Marcinkevičienė, Vedusiųjų visuomenė: Santuoka ir skyrybos Lietuvoje XIX amžiuje – XX amžiaus pradžioje [Society of Married People: Marriage and Divorce in Lithuania in the Nineteenth and the Beginning of the Twentieth Centuries], Vilnius 1999, 27–132.

Евгений Добренко, Потребление производства или иностранцы в собственной стране, в: Ханс Гюнтер и Сабине Хэнсген (сост.), Советская власть и медия [Evgeniy Dobrenko, Consumption of the Production or Foreigners in their own Country, in: Hans Günther and Sabine Hensgen (eds.), The Soviet Government and Media], Санкт Петербург [Saint Petersburg] 2006, 166.

Exemple for German text:

Vgl. Ol'ga Isupova, Social'naja smysl' materinstva v sovremennoj Rossii [Der soziale Sinn von Mutterschaft im heutigen Russland], in: Sociologičeskie issledovanija [Soziologische Forschungen], 11, (2000), 98–107.

2. BOOK REVIEWS

At the beginning of the review, please give all details concerning the book (number of pages, price, ISBN etc.)

Helmut Puff, **Sodomy in Reformation Germany and Switzerland 1400–1600**, Chicago: University of Chicago Press 2003, 311 p., EUR 29,90, ISBN 0-226-68506-3.

Judith Szapor, Hungarian Women's Activism in the Wake of the First World War. From Rights to Revanche, London/New York: Bloomsbury Academic 2018, 224 p., ca. EUR 95,—, ISBN 978-1-3500-2049-8.

• Two or more authors or editors:

Kirsten Rüther, Angelika Schaser and Jacqueline van Gent, **Gender and Conversion Narratives in the Nineteenth Century. German Mission at Home and Abroad**, London: Routledge 2017, 200 p., ca. EUR 39,— (paperback), ISBN: 978-1-4724-4923-8.

Stefan Dudik, Karen Stefan Dudink, Karen Hagemann and John Tosh (eds.), **Masculinities in Politics and War. Gendering Modern History** (= Gender in History), Manchester/New York: Manchester University Press 2004, 325 p., EUR 23,50, ISBN 0-7190-6521-6.

• Indication of page in the continuous text:

It is argued that such effects albeit unintentional in the majority of cases (p. 12).

3. ILLUSTRATIONS

Please do send pictures in reproducible format (black and white, dissolution: **300 dpi**); do not forget to include an exact **reference**. **Clarifying the copy right** is in responsibility of the author!

4. CORRECTION OF PROOFS

As soon as all contributions have reached the office after they have been reviewed, revised and corrected, proofs get produced at the editor's.

Subsequent corrections of the text (p. e. deletion of or supplement to footnotes or passages in the main text) do cause enormous costs. The manuscript therefore should be delivered ready for printing; only orthographic or typographic corrections are possible in the proofs.

We are looking forward to your contribution!

Michaela Hafner (L'HOMME editorial office)