



Guidelines for Authors

Size of typescript:

Min.6, max.18 pages (12 000-30 000 thousand signs), including all pictures, charts, references
Font, 12 pt., 1,5 lines spacing

Structure of typescript:

Front Page

Article Title

Author (Surname, First name) Institution / Place

Abstract (max.50 words)

Keywords

Title (German)

Abstract (German)

Keywords

Text

- chapters structured hierarchically
- max. two levels of hierarchy
- include references to charts or illustrations within the text (see: illustration no.1 etc.)
- save as continuous text file (Winword) without formatting or write protection

Illustrations

- save illustrations and charts as separate power point files, naming them "slide 1", "slide 2 " etc.

References

- do not use footnote citations
- number citations within the text as [1] etc. and include bibliographic references at the end of the text
- cite references according to MLA rules

Glossary (NOT MANDATORY)

You can explain the five most important terms in your text here.

Infobox (NOT MANDATORY)

Additional information such as addresses, polls, studies, literature surveys

Information about the author(s)

Title, name, institution, function, address, phone, fax, e-mail, Internet

Photo

Scan and save as separate file (jpg. or tif), resolution min.300dpi

Submissions to:

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