

# PUBLICATION GUIDELINES

## Guidelines for contributors

- The standard length of a submitted article is 4,000 - 11,250 words
- Please enclose an abstract of 150 words together with your article.
- quotations *in italics*, without quotation marks
- omissions in quotations should be marked with [...], in normal font (not italics)
- comments on quotations in parenthesis and with notation (, author's comment), in normal font
- abbreviations should be mentioned in the full version with square brackets U[nited] S[tates] [of] A[merica]
- titles of periodicals (newspapers, journals etc.) and works of art (books, films etc.) *in italics*
- code names of undercover agents with quotations marks "Bureš"

## Quotations and remarks

- sources should be mentioned in footnotes as following:

## Monographs

- SURNAME, Name: *Title in italics*. Subtitle(s) in normal font. Publisher, place year, page (p. XX)  
ABRAMS, Bradley F.: *The Struggle for the Soul of the Nation*. Czech Culture and the Rise of Communism. Rowman and Littlefield, Lanham 2004, p. 24–25.
- next references in short form  
SURNAME, Name: *First three articles*, page (p.XX)  
ABRAMS, Bradley F.: *The Struggle for...*, p. 25.
- immediately following reference  
ibidem, p. XX
- immediately repeated reference (same page)  
ibidem
- co-authors are separated with a spaced hyphen  
JUDT, Tony – SNYDER, Timothy: *Thinking the Twentieth Century*. William Heinemann, London 2012, p. 127.

## Collective Monographs and Anthologies

- SURNAME, Name: Title of the Article. In: SURNAME, Name (Ed. or Eds.): *Title of the Collective Monograph in italics*. Subtitle(s) in normal font. Publisher, place year, page (p. XX)  
EDELE, Mark – GEYER, Michael: States of Exception. The Nazi-Soviet War as a System of Violence. In: GEYER, Michael – FITZPATRICK, Sheila (Eds.): *Beyond Totalitarianism*. Stalinism and Nazism Compared. Cambridge University Press, New York 2009, p. 345–395.

## Articles

- Scientific Journals, Magazines etc.  
SURNAME, Name: Title of the Article. *Title of the Journal in italics*, Year, (Volume), Number/ Issue, page (p. XX)  
VARGA, Zsuzsanna: Agricultural Economics and the Agrarian Lobby in Hungary under State Socialism. *East Central Europe*, 2017, Volume 44, Issue 2-3, p. 284–308.
- Daily Newspaper  
SURNAME, Name: Title of the Article. *Title of the Newspaper in italics*, date, page (p. XX).  
BELAM, Martin: Black or blue? Confusion grows over traditional British passport colour. *The Guardian*, January 3, 2018, p. 4.
- initials or signs are indicated at the end in brackets  
Stasi files. Scanner struggles to stitch together surveillance state scraps (αPOT). *The Guardian*, January 3, 2018, p. 7.

## Archival sources

- *Name of the Archive, Repository etc. in italics* (Abbreviation), Collection, Inventory Number or Mark or Signature, Name or Description of the Source, Date, page.  
*The Library of Congress* (LBC), The Hannah Arendt Papers at the Library of Congress, Correspondence File, 1938-1976, n. d., General, 1938-1976, n. d., Letter to Walter Benjamin, n. d., p. 7–11.
- Foreign Archives – please note *the original, a proper English translation in brackets in italics*, and abbreviation in brackets in normal font; for next references use the abbreviations only  
*Archiv bezpečnostních složek* (*Archive of law-enforcement agencies, Czech Republic*) (ABS), Fund (f.) Zvláštní vyšetřovací (Special Investigation), archive number (a. n.) ZV–45 MV, Odůvodnění k odvolání do rozsudku Vyššího vojenského soudu (Justification for the appeal to the sentence of the High Military Court), January 1, 1954, record number (r. n.) Pt 73/53.

## Electronic and Web sources

- electronic books:  
KURLAND, Philip B. – LERNER, Ralph (Eds.): *The Founders' Constitution*. University of Chicago Press, Chicago 1987, online <http://press-pubs.uchicago.edu/founders/>.
- online articles:  
SMITH, David: Trump Tower meeting with Russians 'treasonous', Bannon says in explosive book. *The Guardian*, January 3, 2018, online <https://www.theguardian.com/us-news/2018/jan/03/donald-trump-russia-steve-bannon-michael-wolff>.
- other web content:  
Socialismrealised.eu, *Looking for a traitor*, online [https://www.socialismrealised.eu/wp-content/uploads/2016/08/ST\\_traitor.pdf](https://www.socialismrealised.eu/wp-content/uploads/2016/08/ST_traitor.pdf) (January 3, 2018).

The author has to submit only a single version of his / hers article in doc, docx or rtf format.

If there is image material available, the author should and can indicate the ideal location of the photos in the text. He / she should enclose labels, explanations and quotation of sources of the photos in a separate text file.

IMAGE MATERIAL scan ideally at 600dpi with a minimum of 500kB for small photos, and 1MB for large one-page photos.