Guidelines for manuscripts

Length
Contributions should be between 10 and 20 pages long (one page comprising about 3,200 characters incl. blanks); exceptions are, however, possible. It is the advantage of an online-journal not to have to be too restrictive regarding the length of articles.

Language
Contributions can be published in German or in English.

Abstract
Every article should start with an abstract of about 10 lines. It should contain the most important key words of the article, so that internet search engines can find your article easily.

Handing in
Please send your text as MS Word document via E-Mail to martin.rothgangel@univie.ac.at or to the editor with whom you are in corresponding contact. After the peer-review process the editors will decide and inform you if your text is accepted. (See also the information about peer review.)

Styles
Please write your text in Arial, 12 Pt, single spaced. Apart from this please use as few styles as possible. Just leave everything in default style. For emphasizing please use italics only. It may be helpful, if you take a look at one of the published articles of our journal (www.theo-web.de/zeitschrift).

Structure
Please use sub-titles in your texts to structure it and use the following hierarchical order: 1. / 1.1. / 1.1.1.

Author’s Info
At the end of your text (after the list of literature) short information on the author(s) should be given (name with degrees, profession, institution, country)
Example: Dr. Michael Knowall, Associate Professor, Institute of Protestant Theology at the University of Wondertown, Wonderland.

Annotations/ References
Please use footnotes (electronic footnotes in MS Word) for your annotations and source references. Quotations in the text should be marked by double quotation marks ("…") , quotations in another quotation should be marked by single quotation marks (' … ').
In the footnotes please use short forms of references in the following way:
SURNAME OF AUTHOR (no comma) year of publication, (no "p.") page.
Example: NAURATH 2007, 87.
Please use SMALL CAPS for the author’s name (NOT CAPITALS).
You can use "Ibid." if the reference is identical with the preceding one.
All footnotes should begin with a capital letter and end with a fullstop.
List of Literature / References

At the end of your article there should be a list of the literature (headline: “References”) you consulted or quoted. Please use the following styles. All author or editor names should be in SMALL CAPS (NOT CAPITALS).

**Authored book**
SURNAME, FIRST NAME (year of publication), Title. Subtitle, city (city 1 / city 2) of publication, country of publication (publisher).
*Example: FRANCIS, LESLIE J. (2001), Partnership in rural education. Church schools and teacher attitudes, Sydney, Australia (Collins).*

**Editored book**
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*Example: ZIEBERTZ, HANS-GEORG / KAY, WILLIAM K. (eds.) (2006), Youth in Europe II. An international empirical study about religiosity, Münster, Germany (LIT).*

**Journal Article**
SURNAME, FIRST NAME (year of publication), Title. Subtitle, in: Title of the Journal, Volume, No., pages.

**Book contribution**
SURNAME, FIRST NAME (year of publication), Title. Subtitle, in: SURNAME, FIRST NAME 1 / SURNAME, FIRST NAME 2 (eds.), Title. Subtitle, city (city 1 / city 2) of publication, country of publication (publisher).

**Internet sources**
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If the author is unknown, only the name of the institution can be given.