

Studies in Historical Geography and Cultural Heritage

Instructions

I. GENERAL REMARKS

Contributions can be written in German, English, French, Italian, Russian, Serbian, Modern Greek, Bulgarian, Slavo-Macedonian and Turkish.

Manuscripts must be submitted in completely printable condition (by e-mail as an attachment). The word processing program has to be one of the recent versions of WORD (2005 and later).

The font to be used for Latin letters is Century Schoolbook. For Greek text, a Unicode font should be used. For Old Church Slavonic text, the *BukyVede* font should be utilised. No transcriptions of titles should be made. Greek titles should be given in Greek letters, Cyrillic titles in Cyrillic letters etc.

For reasons of costs, non-electronic manuscripts, i.e. typed texts, cannot be accepted.

All submissions should be in the font Century Schoolbook, 12pt, 1,5 spacing, and grouped style. Footnotes should be in the font Century Schoolbook, 10pt, single spacing, and grouped style. All footnotes end with a full stop. The numbers of the footnotes in the main text shall be placed before the full stop.

Documents should contain the title in bold print at the top of the first page and the full author name below. Subheadings should be in bold and centred. Do not use bold script or italics for other purposes than those indicated below.

The footnotes should provide – starting from the first footnote – a shortened quotation of the respective publication (see below for the respective rules), while the complete set of data should be given in a bibliography at the end of the respective article or monograph. In the bibliography every title of a book, series or a journal has to be put in *italics*. The titles of papers are printed in ordinary letters (not italics and no quotation marks).

If a publication was written or edited by several authors, then their names shall be separated by a dash, e.g. B. Graham – C. Nash.

If a publication was edited by one author, (ed.) has to be applied after the surname, if by several authors then (eds.) after the last surname of all authors, e.g. B. Graham (ed.) or B. Graham – C. Nash (eds.)

If a publication was reprinted, this should be stated in brackets and the respective second edition onwards indicated, e.g. Сремски Карловци 1920 (reprint Београд 2002).

Abbreviations for “page” (S., p.) or volume (Bd., vol. etc) are not to be used. If only two pages are quoted from the respective publication, then e.g. either 23–24 or 23f. can be used, but has to be consistently applied.

Notes must automatically be numbered consecutively and arranged as footnotes (not endnotes).

II. CITATION

1. Monograph

1.1 Full Quotation in the Bibliography:

Марковић, В., *Православно монаштво и манастири у средњевековној Србији*. Сремски Карловци 1920 (reprint Београд 2002).

Свијић, Ј., *Das Karstphänomen. Versuch einer morphologischen Monographie (Arbeiten des Geographischen Institutes der k. k. Universität Wien 2, Geographische Abhandlungen 5,3)*. Wien – Olmütz 1893.

1.2 Shortened Quotation in the Footnotes:

Свијић 1893, 26.

If the same author is quoted with publications from the same year, then:

Свијић 1893a, 26.

Свијић 1893b, 100.

2. Multivolume Work

2.1 Full Quotation in the Bibliography:

Trapp, E. (ed.), *Prosopographisches Lexikon der Palaiologenzeit 1 – 12*. Wien 1976 – 1996.

2.2 Shortened Quotation in the Footnotes:

Trapp 1976, No. 1001.

3. Monograph as Part of a Series:

3.1 Full Quotation in the Bibliography:

Tinkler, K. J., *An Introduction to Graph Theoretical Methods in Geography (Concepts and Techniques in Modern Geography 14)*. London 1977.

3.2 Shortened Quotation in the Footnotes:

Tinkler 1977, 10.

4. Articles from a Journal, Magazine or Newspaper, Encyclopaedia

4.1 Full Quotation in the Bibliography:

Smith, M. L., Territories, Corridors, and Networks: A Biological Model for the Premodern State. *Complexity* 12 (2007) 28–35.

4.2 Shortened Quotation in the Footnotes:

Smith 2007, 12.

5. Edited Books and Essays from a Collection

5.1 Full Quotation in the Bibliography:

B. Graham – C. Nash (eds.), *Modern Historical Geographies*. Harlow 2000.

Soustal, P., Überlegungen zur Rolle der Toponyme in der historischen Geographie, in: K. Belke – F. Hild – J. Koder – P. Soustal (eds.), *Byzanz als Raum. Zu Methoden und Inhalten der historischen Geographie des östlichen Mittelmeerraumes (Veröffentlichungen der Kommission für die Tabula Imperii Byzantini 7)*. Wien 2000, 209–221.

5.2 Shortened Quotation in the Footnotes:

Graham – Nash 2000, 71.

Soustal 2000, 209–211.

6. References to Sources

Please use always the title of the source as indicated by the modern scholarly edition itself and do provide the number of the volume and the page(s) of the respective edition or only the page(s), if the edition is not structured in several volumes.

If you are quoting a source, which was put online (e.g. the scan of a manuscript) or published entirely in the internet, please do quote the respective link to the source (see below, 7. *Internet, Blog Post*).

6.1 Full Quotation in the Bibliography:

Agathias (ed. R. Keydell, *Agathiae Myrinaei Historiarum libri quinque [Corpus Fontium Historiae Byzantinae 2]*. Berlin 1967).

Niketas Choniates (ed. J.-L. Van Dieten, *Nicetae Choniatae Historia [Corpus Fontium Historiae Byzantinae 11]*. Berlin 1975).

6.2 Shortened Quotation in the Footnotes:

Agathias I 17.
Niketas Choniates 312.

7. Internet, Blog Post

Title of the page, web address, date of access.

Example:

Digitising Patterns of Power, <<http://dpp.oeaw.ac.at/>>, 10.2.2016.

8. Unpublished Thesis

8.1 Full Quotation in the Bibliography:

Koschicek, B., *Die Rezeption der maximilianischen Landsknechte in der deutschsprachigen Historiografie*. BA., Universität Wien 2015.

Schmid, D., *Hirten und Bauern in Makedonien*. BA., Universität Wien 2016.

8.2 Shortened Quotation in the Footnotes:

Koschicek 2015, 12f.

Schmid 2016.

9. Map

If possible and applicable, please do provide the following data: Name of the Map, Series Title, Section, Scale, Year (Location of Original or Internet Access)

Tabula Peutingeriana (no author, no date)

Karte 1:200.000, Wien 1942, Blatt Saloniki (Thessaloniki).

Karte 1:55.000, Turističeska karta, Pirin, Sofija ¹⁰2006.

III. QUOTATIONS

Quotations in classical languages – in the text or in the notes – are entered without inverted commas. Texts in Latin, Greek and Old Church Slavonic are in normal types. If possible, translations in modern languages should be provided for a better understanding of the respective context of the used sources.

IV. GRAPHICS

If illustrations are to be printed with your contribution, we ask you to use colour illustrations only if absolutely necessary. We point out that you are responsible for obtaining the copyright for the pictures in your article and no costs will be covered by the editors or the publishing house.

The following conditions apply to graphics:

Submission in digital form; we only accept digital images with a minimum resolution of 300 dpi (jpg or tif format). Never convert images of a smaller resolution up to 300 dpi.

We do not accept extremely grainy images and scans or digital photographs of scanned publications. Nor can we accept out-of-focus images using digital cameras.