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Style Guide for English-language Submissions

General

Articles submitted to *Zeitschrift für Slavische Philologie* should be original and not under consideration by any other publication.

They should be submitted by email to one of the editors as Word file. Please use the font Times New Roman at 12pt. Articles should not normally exceed 75,000 characters (with spaces).

Languages

Zeitschrift für Slavische Philologie publishes articles in German, Russian and English. Texts written by non-native speakers must have been edited by a native speaker before submission. The following guidelines apply to English-language submissions. Articles should be written in American English, using the corresponding punctuation rules.

Presentation

Titles of works (books, films, etc.) should be given in italics, while new terms should be set within single quotation marks. Titles of articles, book chapters, poems, art works and short stories should be set in double quotation marks. Only italics may be used for emphasis.

Inline sample words and phrases should be given in italics; meanings should be set in single quotes and not italicized: *stol* 'table'.

The author's name should stand at the end of the article and before the bibliography. The affiliation (institution and department) stands on the left side, the author's full name on the same line on the right. In the next line comes the author's email address.

A short abstract (maximum 300 words) should follow the bibliography. It should be written in one of the journal's three working languages, but a different one than the language of the article. The abstract should be headed by the translated title of the contribution.

Quotations

Quotations exceeding two lines should be presented as a block quote; they should be in Cyrillic if the original is in Cyrillic. Cyrillic words and terms quoted in the text, however, should be transliterated.

Quotations should be in the original Slavic language. Translations can either be added as a footnote, or quotations can be paraphrased in the text.

Quotations must be within double inverted commas. Quotations within quotations should be in single quotes. Ellipses in quotations or added information should be given in square brackets [...]; these are not necessary at the beginning or end of a quotation when this occurs within a sentence. Greek and Old Cyrillic words should not be transliterated.

We use the author-date system for bibliographical references (see below for the format of works cited). This means that all quotations must be followed by the name of the author, the date of the publication and the pagination, thus: (Kaes 1992, 15). Please do not use "(ibid.)".

Footnotes may be used for additional information and explanations; they should be formatted and numbered throughout the text, appearing at the bottom of the page and not at the end of the article (footnote rather than endnote function).

References

References should be given within the text, using the author-date system rather than footnotes. They should be set in brackets and include the author's name, followed by the year of publication (in the case of several works published in the same year by the same author, the year is followed by a letter) and, after a comma, the page number(s).

(Miller 1990, 30) or (Johns 2000, 32–33)

For a reference to a series of publications by the same author, use this format: (Smith 2007; 2009; 2010)

For references to texts produced by the same author in the same year, use this format: (Smith 2007a; 2007b)

For references to a few publications by different authors: (Smith 2007, 12; Miller 2005, 13; Jones 2001, 29)

The bibliography (list of works cited) should be preceded by the header REFERENCES. Authors (titles, if there is no author) are listed in Latin alphabetical order. All English titles should use capitals for autosemantic words (including personal pronouns). The author's name is followed by the first name(s), except for middle names in English and patronymics in Russian, which are given as an initial. The bibliography is in Latin script only, using transliteration for sources in Cyrillic (see "Transliteration").

(a) Monographs

References include the author's surname, separated by a comma from the first name, followed by a full stop. Then the year of publication is given, followed by a full stop. If there are several authors, the names are separated by semicolons. The title of the work is given in italics. Then follows the place of publication (up to three places, separated by commas) and, after a colon, the publisher.

- Gillespie, David C. 2000. *Early Soviet Cinema: Innovation, Ideology and Propaganda*. London: Wallflower.
- Norris, Stephen M.; Torlone, Zara M. 2008. *Insiders and Outsiders in Russian Cinema*. Bloomington IN: Indiana University Press.
- Prokhorov Aleksandr. 2007. *Unasledovannyi diskurs: paradigmy Stalinskoi kul'tury v literature i kinematografe 'otpepli'*. St Petersburg: Akademicheskii proekt.

If the list of works cited contains several publications by the same author, the surname and first name is fully written out each time. In the case of several works published in the same year by the same author, the year is followed by a letter.

- Youngblood, Denise J. 1991a. *Soviet Cinema in the Silent Era, 1918–1935*. Austin TX: University of Texas Press.
- Youngblood, Denise J. 1991b. *Movies for the Masses*. London, New York: Routledge.

If the publication is part of a series or a multi-volume edition, no series editor is listed. Please give the series title in parentheses after the place of publication, followed by the volume number in Arabic numerals.

- Taylor, Richard. 2000. *The Battleship Potemkin*. London: I.B. Tauris. (KinoFile 1).

(b) Edited Volumes/Collections/Compilations

The titles of edited volumes should be given in italics after the names of editor(s), followed by (ed.)/(eds).

- Brashinsky, Michael; Horton, Andrew (eds). 1994. *Russian Critics on the Cinema of Glasnost*. Cambridge: Cambridge University Press.
- Kenez, Peter (ed.) 1992. *Cinema and Soviet Society*. Cambridge: Cambridge University Press.
- Segida, Miroslava; Zemlianukhin, Sergei (eds). 1996. *Domashniaia sinemateka: otechestvennoe kino 1918–1996*. Moscow: Dubl' D.

Articles in edited volumes should be listed with author's surname and first name, year of publication, then the title of the article in double inverted commas, followed by a full stop. After "In" comes the title of the volume in italics, followed by the page numbers and a full stop; then follows the place of publication and, after a colon, the publisher.

- Prokhorov, Alexander. 2002. "Soviet Family Melodrama of the 1940s and 1950s: From *Wait for Me* to *The Cranes Are Flying*." In Louise McReynolds; Joan Neuberger (eds). *Imitations of Life: Two Centuries of Melodrama in Russia*, 208–231. Durham NC: Duke University Press.
- Taylor, Richard. 2000. "But Eastward, Look, the Land is Brighter: Towards a Topography of Utopia in the Stalinist Musical." In Diana Holmes; Alison Smith (eds). *100 Years of European Cinema: Entertainment or Ideology?* 11–26. Manchester: Manchester University Press.

Where an edited volume or a compilation has no clearly identified editor, the work title is given instead; the in-text reference here should refer to the short italicized title of the work, year of publication and page number).

- Iz istorii Lenfil'ma*. 1968. Vol. 1. Leningrad: Iskusstvo.

Malyi akademicheskii slovar' (MAS). 1956. Moscow: Nauka.

In this case, the in-text reference reads as follows: In the first instance it would be (*Iz istorii* 1968, 459), and for the second case (*MAS* 1956, 349).

(c) *Articles in periodical journals and newspapers*

These should be listed as follows: author's surname and first name, year of publication, then the title in double inverted commas. After a full stop, the title of the periodical (non-abbreviated) is given in italics. This is followed by the number of the volume (if applicable, separated by a full stop from the number of the issue, e.g. 23.4); after a colon (followed by a space) come the page numbers (separated by an n-dash). Where there is no author, Anon. should be used. For daily newspapers, page numbers are not required; for weekly papers or monthly publications, the page number should be given.

Anon. 1931. "Stalin i kino." *Pravda* January 28.

Efremov, Mikhail. 1929. "O prokatnoi politiki Sovkino." *Kino i kul'tura* 4: 3–9.

Malcolm, Derek. 1999. "The Russian Gangster Movie." *The Guardian* October 15.

Solev, Vladimir. 1929. "Govorit kinozritel'." *Sovetskii ekran* 21: 10–12.

Quart, Barbara. 1988. "Between Mysticism and Materialism: The Films of Larisa Shepitko." *Cineaste* 16.3: 4–11.

Olenina, Ana. 2011. "Partitury dvizheniia: kak ni stranno, o psikhologii naturshchika u Kuleshova." *Kinovedcheskie zapiski* 97: 20–50.

Reeder, Roberta. 1989. "Agit-Prop Art: Posters, Puppets, Propaganda and Eisenstein's *Strike*." *Russian Literature Triquarterly* 22: 255–78.

Specifically for journals with non-numbered volumes:

Janin, V.L.; Zaliznjak A. A. 1997. "Berestjanye gramoty iz novgorodskix raskopok 1996g." *Voprosy jazykoznanija* 1997/2, 24–33.

(d) *Web references*

These are no different from other references: they must be listed with the name of the author, year of publication, title of publication and the source (in italics when this is a regular publication). They should be followed by the URL and, separated by a comma, the date of last access. In the reference section, the item should read something like this:

Lukinykh, Natalia. 2006. "Inspired by the Oscar, hardened by the marketplace." *KinoKultura* 13. <http://www.kinokultura.com/2006/13-lukinykh.shtml>, accessed September 12, 2006.

Trubina, Elena. 2010. "Past Wars in the Russian Blogosphere: On the Emergence of Cosmopolitan Memory." *Digital Icons* 4: 96–114, <http://www.digitalicons.org/issue04/elena-trubina>, accessed December 12, 2014.

(e) *Blogs*

When referring to forum or blog posts, insert the username of the author, followed by the date of the post, using the same structure as with other references (filmmaker 2007) and list in the Works Cited under the blogger's username, following the instructions for Web references.

Illustrations

Articles may be accompanied by images. It is the author's responsibility to supply images and ensure they are copyright cleared. Images should be scanned at 300 dpi resolution, saved as jpeg files, and named clearly (e.g. using the author's name followed by a number) and sent electronically to the Editors.

Do NOT insert images into a word document. Please ensure you insert a figure number at the appropriate position in the text, together with a caption and acknowledgement to the copyright holder or source.

An appropriate number of images will be reproduced in the print edition of the journal in black and white at no cost, at the discretion of the publisher.

Transliteration

Please follow Library of Congress transliteration for all English-language contributions. Articles on literature, culture and media may use Library of Congress transliteration without diacritics; publications in linguistics should follow the rubric “linguistic system” of the Chicago Manual of Style (http://www.chicagomanualofstyle.org/16/images/ch11_tab03.pdf).

Book Reviews

A book review should not normally exceed 15,000 characters (with spaces); it should be formatted according to the same rules as an article. The book review should start with the full title of the work reviewed, which should be given in the form of a bibliographical reference. The year of publication is followed by a full stop and the number of pages of the work; different sets of page numbers are separated by commas, e.g.: xii, 123, 14 pp.); tables and appendices should be listed as well.

Oukadero. Lida: *The Cinema of the Soviet Thaw. Space, Materiality, Movement*. Bloomington, IN: Indiana University Press, 2017. x+ 214 pp. Illustrations. Appendix.

Jonson, Lena: *Art and Protest in Putin's Russia*. London and New York: Routledge, 2015. xv + 266 pp. (Routledge Contemporary Russia and Eastern Europe Series)

A book review should contain, within the discussion, all chapter titles with the page extent: Chapter 5 “Dissent in art” (pp. 130–164) deals with ...

References may be given in footnotes (up to three titles), following the above format but giving the author's first name before the surname. If there are more than three references, they should be made in the text using the author-date system.

Revised and updated July 2018