

Jahrbuch für Historische Bildungsforschung

Manuscript Submission Guidelines

The *Jahrbuch für Historische Bildungsforschung* (Annual History of Education) is edited by the *Sektion Historische Bildungsforschung* (section History of Education) of the *Deutsche Gesellschaft für Erziehungswissenschaft* (German Society for Educational Science) in cooperation with the *Bibliothek für Bildungsgeschichtliche Forschung* (Library for Research on History of Education) at the *Deutsches Institut für Internationale Pädagogische Forschung* (German Institute for International Educational Research).

1. Manuscripts should be submitted electronically to the acting editor (see below). Authors submitting to the yearbook should not simultaneously submit the manuscript elsewhere, nor should the manuscript have been published elsewhere in substantially similar form or with substantially similar content. Only original versions will be published. All submitted articles will be subject to a peer review process.
2. Supply complete contact information for all authors at the end of the manuscript: academic title, name, affiliation, complete street address (work and home), e-mail address, fax, phone numbers. The corresponding author should be clearly indicated, as well as the address to which the galley proof is to be sent. Work address and e-mail address of the author(s) will be printed below the bibliography.
For the authors index please add at the end of the manuscript the following information: name, surname, date of birth, academic titles, current field of activity. Main research: (not more than five items).
3. Manuscripts should be submitted in WORD format:
 - margins according to default setting in WORD;
 - Arial font, size 12, centre justification;
 - 1.5 spacing;
 - page numbers top right;
 - the specifications also apply to footnotes and bibliography.Manuscripts (incl. footnotes and bibliography) should not exceed 55.000 characters (incl. space characters).
4. Decimal numeration should be used for the text structure and subheads (1., 1.1, 1.2 etc.); for essays, however, different structuring may be chosen. Tables, charts etc. may be included in the text, but should also be submitted in a separate file.
5. Quotations should be enclosed in – typographic – double quotation marks (“...”). Quotations which run over more than three lines should be formatted as one break. Quotation within quotation should be enclosed in single quotation marks (‘...’). Elipses should be marked by squared brackets [...]. Concepts and tropes, but also publication titles mentioned in the text (e.g., as Humboldt remarks in ‚Latium und Hellas‘ ...) should be enclosed in single quotation marks.
6. Emphasis should be marked by using italics. No other means of text formatting should be used (bold, underlined, inserted pagebreak, different font types or sizes for subheads etc.). If a colon is followed by a complete sentence, capitalisation should be used. A (short) hyphen should be used between figures (e.g. 1914-1918); insertions should be enclosed in (long) dashes (– as demonstrated above –).
7. Footnote numbers should follow the related word¹ or should be put at the end of a sentence.² The – superscript – number follows any punctuation mark, except the dash.

8. Bibliographic citations are provided in footnotes, citing the author's last name and the date of publication. Small capitals should not be used. Unless there are specific reasons, the latest edition should be cited. If a classic publication is cited, the first date of publication should be put first (e.g. Herbart 1806/1982, p. 48). Several publications from one year by the same author should be distinguished by adding a, b, c, ... to the date of publication (also in the bibliography). When citing several authors in one note, the citations are separated by semicolons. The abbreviation 'ibid.' refers to a single work cited in the note immediately preceding.
 If a publication by more than one author is cited, a slash should be put between the authors' names (without blank), e.g. König/Peters/Sander 1999, p. 468. If there are more than three authors, only the author who is mentioned first, should be cited in the footnote. In the bibliography, however, all authors have to be cited.
9. Bibliographic citations start in the footnotes with 'see', quotations contain only the author's last name, the date of publication and page number.
10. The bibliography should be in alphabetical order and put at the end of the text:
Monograph: Name of the author, given name(s) (date of publication in brackets): Complete title. Place of publication. The number of editions published should be superscript in front the date of publication. For example: Tenorth, Heinz-Elmar (³2000): Geschichte der Erziehung. Einführung in die Grundzüge ihrer neuzeitlichen Entwicklung. Weinheim, München.
Collected edition: Name(s) of the editor(s), given name(s) (ed(s.)) (date of publication in brackets): Title of the edition. Place of publication. Example: Schmitt, Hanno/Tosch, Frank (ed.) (2001): Vernunft fürs Volk. Friedrich Eberhard von Rochow 1734-1805 im Aufbruch Preußens. Berlin.
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Article in a journal: Name of the author, given name(s) (date of publication in brackets): Complete title of the article. 'In:' Journal title in full (without comma) volume, (following a comma) page numbers (first and last page). Example: Oelkers, Jürgen (1993): Reformpädagogik. Epochenbehauptungen, Modernisierungen, Dauerprobleme. In: Jahrbuch für Historische Bildungsforschung 1, pp. 86-109. If the issues of one volume are not continuously paginated, the number of issue should be specified: ... In: Pädagogik 49, 4, pp. 33-35.
11. If several works by one author are cited, these should be put in a chronological order (according to date of (first) publication), beginning with the earliest publication. If works are by more than one author, the names of all authors should be cited (name, given name), and a slash (/) should be put between the names.
12. The bibliography should be titled 'Literature', if only research literature is cited, or 'Literature and Sources', if also other sources are cited. Sources should be listed first and should be divided into 'unpublished' and 'published' sources. For unpublished sources the archive – and the abbreviation if applicable – should be specified. Example: Geheimes Staatsarchiv Stiftung Preußischer Kulturbesitz, Berlin-Dahlem (GStA PK). In footnotes: Author year, sheet or page (if available), GStA PK. If there is no specific abbreviation, one can be created freely.

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