Theological Reflection

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PROTESTANT
THEOLOGICAL
FACULTY
Charles University
Prague

Instructions for authors

Scope

Theological Reflection publishes high-quality results of original research in the fields of theology (biblical studies, systematic, historical, practical and ecumenical theology, theological ethics and church history), but also philosophy, religious studies, social work and other disciplines when they have an overlap with theology.

From manuscript submission to publication

Manuscript submission

Submissions to TREF should be sent electronically to the editorial office (reflexe@etf.cuni.cz). They must be in doc, docx or rtf text format. Submissions for the first issue of the year should be sent by 1 March, submissions for the second issue by 1 October.

Acceptance for peer review

All articles published in Theological Reflection must be relevant to the journal's area of expertise and successfully pass the peer review process. Authors may submit original articles and reviews to the journal that have not been published anywhere else and have not been offered to another journal. All submissions are first reviewed by the editors, who assess whether the article meets the journal's requirements in terms of subject matter and level of preparation. If so, the article is accepted for a mutually anonymous peer review process.

Review process

The editors send an anonymised version of the article to two independent experts for review. The reviewers must be from an institution other than that of the author of the article. Upon receipt of the reviews, the editors will inform the author of the outcome (acceptance without reservations, acceptance with reservations, or rejection). A prerequisite for the publication of an article in Theological Reflection is that the author must adequately revise his/her text in light of the reviewers' reservations.

Proofreading

Authors are responsible for the linguistic accuracy of their published texts. Before submission to the press, the authors are sent the published texts for final proofreading. At this stage, only minor changes to the text are permitted. Authors are obliged to proofread and send their texts back to the editor without delay.

Requirements for submissions

Articles

We accept articles in Czech, Slovak, English, and German. (If the author submits an article in a language of which he/she is not a native speaker, he/she must arrange for proofreading.)

The length of the text must be a maximum of 40,000 characters including spaces and footnotes.

Each article must be accompanied by a translation of the title into English, an abstract in English of 900-1300 characters and several English keywords.

The article should be divided into sections identified by a heading; these headings should be used in one graphic style only and should not be numbered; hierarchical subdivisions may be expressed in *italics* or in smaller type.

The notes may be in the form of footnotes or endnotes, with full bibliographical details according to the citation standard below.

At the end of each article, the author's correspondence address should be given with the following information: name and surname including degrees, name of institution, street, postcode, city, country, e-mail.

The submitted manuscript has the following structure:

Title of the article: (subtitle)

Author's name and surname

English translation of the title of the article: (subtitle)

Abstract of the article in English (800-1000 characters)

Keywords in English

Text of the article

(Bibliography - if necessary)

Correspondence address of the author

Reviews

The length of the text can be a maximum of 10,000 characters.

The review must be accompanied by a heading consisting of the bibliographic details of the book under review in the following format:

author's name: title of the book, place of publication: publisher, year, number of pages. ISBN

example: Jan Roskovec: The Gospel According to John, Prague: Czech Biblical Society, 2020, 875 pages. ISBN 978-80-87287-72-9

References to the book under review are given directly in the text in round brackets (...); references to other books and articles are placed in footnotes.

Graphical layout

In the manuscript, use the default paragraph style (Times New Roman font, 12 pt).

Never use **bold** font.

Use *italics* in the body of the manuscript to emphasize important concepts and foreign terms. Quotations are not italicized; they are indicated by quotation marks.

Words or quotations in Greek and Hebrew should be in the appropriate alphabet, either Times New Roman or SBL Greek / SBL Hebrew (downloadable from: https://www.sbl-site.org/educational/biblicalfonts.aspx).

Use the following style for footnotes: font Times New Roman, 10 pt.

In the first footnote (linked to the title of the article) it is appropriate to indicate the affiliation of the article to the relevant programme or project within which the text was produced.

Hierarchy of quotation marks: "quote 'embedded quote' continuation of the main quote".

Hierarchy of brackets: in the text (first round ... then [square] ... and back) continuation of the text.

Distinguish between a dash (–) and a hyphen (-):

> Dash: dates, references to biblical texts, page numbers, etc.: 1997–2003; Ex 3:5–10, 2–19; opening hours 8 a.m. – 4 p.m.; air connection Prague – London.

> Hyphen: only compound words and terms: practical-theological; long-term; mother-in-law.

Citation Style

Bibliographical details are given in footnotes. The bibliographical references in the footnotes must be adapted to the citation standard of Theological Reflection (see examples below). The first reference must contain full publication details. After its first occurrence, a short title form is used (last name, short title of the work, page number) or ibid.

Books

Wilfried Engemann, *Homiletics. Principles and Patterns of Reasoning.* Berlin and Boston: de Gruyter, 2019, 66.

Engemann, *Homiletics*, 10.

Ibid., 55.

Jan Feddersen – Philipp Gessler, *Phrase unser. Die blutleere Sprache der Kirche*, München: Claudius Verlag, 2020, 94.

Feddersen – Gessler, *Phrase unser*, 34.

Edited or translated books

Erwin Mühlhaupt (ed.), *D. Martin Luthers Evangelienauslegungen, Bd. 2: Das Matthäusevangelium (Matthäus 3–25)*, Göttingen: Vandenhoeck & Ruprecht, ⁴1973, 69.

Mühlhaupt (ed.), *D. Martin Luthers Evangelienauslegungen*, 399.

Ibid.

Stanley Hauerwas – Samuel Wells (eds.), *The Blackwell Companion to Christian Ethics*, Malden, Mass.: Blackwell Publ., [2]2011, 150.

Hauerwas – Wells (eds.), *The Blackwell Companion*, 134.

Paulo Freire, *Pedagogy of the Oppressed*, trans. Myra Bergman Ramos, New York: Continuum, 1990, 56.

Freire, *Pedagogy*, 57.

Articles in proceedings, or chapters in a book

Christian Link, Unsterblichkeit der Seele – Auferstehung des Leibes, in: Friedrich Hermanni – Thomas Buchheim (eds.), *Das Leib-Seele-Problem*, München: Wilhelm Fink, 2006, 223–238.

Link, Unsterblichkeit der Seele, 225.

Ibid., 230.

Josef Smolík, Die Exodusgemeinde, in: idem, *Erbe im Heute. Gesammelte Aufsätze zur Kirchengeschichte*, Berlin: Evangelische Verlagsanstalt, 1982, 133–137, 134f.

Smolík, Die Exodusgemeinde,135.

Journal articles

Alexander Deeg, I hear a language, I had not known. (Ps 81:5) Finding Words and Discovering the Future of the Church, *Teologická reflexe* 27 (2021/1), 3–18.

Deeg, I hear a language, 17.

Ibid.

David Václavík – Dana Hamplová – Zdeněk Nešpor, Religious Situation in Contemporary Czech Society, *Central European Journal for Contemporary Religion* 2 (2018/2), 99–122.

Václavík – Hamplová – Nešpor, Religious Situation, 106.

Electronic resources

(Name of author,) *title: subtitle* [media type], citation date, availability.

Merriam-Webster's Collegiate Dictionary [online], accessed April 5, 2021, https://www.merriam-webster.com/dictionary/imagination (accessed).