

## SUBMISSION GUIDELINES FOR AUTHORS

Articles are welcome in English, German and in agreement with the editors in French. Articles should normally be up to 8000 words. Book reviews should not exceed 2500 words, unless requested by the editors. Manuscripts should be submitted in electronic form, preferably in Word or similar. If you use special fonts, please also send the document in pdf format.

All manuscripts should be accompanied by an abstract of up to 250 words and 3 – 5 keywords.

### STYLE NOTES

*Communio Viatorum* uses footnotes, not endnotes. Please do not use bold or underline. Italics may be used sparingly to indicate emphasis.

Quotations should use “double” marks, quotations within quotations ‘single’ marks. Punctuation is placed inside quotation marks.

Use one space, not two, between sentences.

Between dates and between page numbers, please use an n-dash – and not a hyphen -. Page numbers should be in this form: 1–5, 10–13, 43–44, 99–101, 103–105, 275–89. Numbers under twenty should be written out, above twenty in numerical form. Dates should be complete: 1817–1857.

In general, do not capitalize after a colon.

It is expected that authors will use inclusive language in their own writing.

### 1. Sections

It is strongly recommended that authors divide their articles into sections. These should be numbered (the introduction and conclusion are not numbered). Capitalize only the first word of the section title.

#### 1:i Sub-sections

If you wish to use sub-sections, please ensure they are clearly indicated. It is recommended that sub-sections use Roman numerals.

When citing Scripture, use the NRSV abbreviations in English and *Einheitsübersetzung* in German.

Use *ibid.*, *id.*, *i.e.*, and *e.g.* (not italicized.). Use *ibid.* in footnotes only when the footnote immediately follows a footnote that contains a citation of the work referred to. Do not use *loc.cit.* When in doubt, repeat the short version of the title and page number.

Do not italicize commonly used foreign phrases: for example, *e.g.*, *vis-à-vis*, *Zeitgeist*, *a priori*.

If possible, please provide the full first and last name of authors in citations.

Please provide the city, publishing company, and year of publication in citations. (San Francisco: Ignatius Press, 1988). US states should be given using the two-letter US Postal system of abbreviations.

## **Footnotes should be formatted as follows:**

### **Monographs**

#### *Single Author Books*

Juan Luis Segundo, *The Liberation of Theology* (Maryknoll, NY: Orbis, 1976).

Subsequent references use shortened forms: Segundo, *Liberation of Theology*, 134.

#### *Edited works:*

Stephen Bevans and Katalina Tahaafe-Williams (eds.), *Contextual Theology for the Twenty-First Century* (Eugene, OR: Pickwick, 2011).

Subsequent references: Bevans and Tahaafe-Williams (eds.), *Contextual Theology*.

### **A chapter from a book**

John Caputo, "Apostles of the Impossible: On God and the Gift in Derrida and Marion," in John Caputo and Michael Scanlon (eds.), *God, the Gift and Postmodernism* (Bloomington, IN: Indiana University Press, 1999), 185–222.

Subsequent references: Caputo, "Apostles", 207–09.

### **An article in a journal**

Jürgen Moltmann, "The Resurrection of Christ and the New Earth," *Communio viatorum* 49:2 (2007), 141–49.

Subsequent reference: Moltmann, "The Resurrection," 147–48.

### **Internet sources**

Fika Janse van Renseburg, "Constructing the economic-historic context of 1 Peter. Exploring a methodology," *Hervormde Teologiese Studies* 67:1 (2011). Art. #939, 11 pages. (DOI: 10.4102/hts.v67i1.939).

Subsequent reference: as per journal article. Page numbers should only be given if they are available and visible on the online version you use.

If no DOI is available, please give the website – for example above Fika Janse van Rensburg, "Constructing the economic-historic context of 1 Peter. Exploring a methodology," *Hervormde Teologiese Studies* 67:1 (2011), <https://hts.org.za/index.php/hts/article/view/939> (accessed 18.2.2019).

### **Other Matters**

Submissions are acknowledged upon receipt by post or email. Articles are double blind peer reviewed.

We will endeavour to let you know whether your article has been accepted for publication within 2-5 months. Please note that we cannot always guarantee in which issue an article will appear.

Communications regarding articles and questions about editorial policy should be sent to the editors ([cv@etf.cuni.cz](mailto:cv@etf.cuni.cz)).

Please try to submit articles formatted as shown above. If your native language is not one of those in which articles are published, we recommend language proofing prior to the initial submission.