Geschichte und Gesellschaft
ZEITSCHRIFT FÜR HISTORISCHE SOZIALWISSENSCHAFT

Information for Authors
(Submission in English)

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Please send manuscripts to be considered for publication in Word document format to Prof. Paul Nolte (paul.nolte@fu-berlin.de) and to the editorial staff (gg-redaktion@fu-berlin.de).

All articles submitted will go through a double-blind peer reviewing process. If your submission is accepted for publication, we will ask you to adjust your manuscript according to the following instructions.

I. General Information

An article should run to 60.000, but not exceed 90.000 characters, including spaces and footnotes, which amounts to approximately 20 to 30 pages in the printing format.

Please supply an abstract of no more than 700 characters including spaces.

Spelling and other conventions are preferred in American English, but must in any case be consistent throughout the text. "Geschichte und Gesellschaft" places value on the use of inclusive language (please avoid using the generic masculine).

Illustrations may be included in the article only if they are essential to the argument and have additional value as a source. Please provide high-definition images (600 dpi, ideally in vector graphic format) and make sure that the publication of the illustrations will not infringe any third-party rights. It is your responsibility to obtain the appropriate permissions for publication.

II. Formatting

The editorial team will adapt the article to the uniform style of the journal. Please avoid formatting the text yourself, and do not use bold font or underlining for **emphasis**. Names, key words and concepts should generally not be highlighted.

Please use **italics** for:
- foreign-language terms
- the names of journals and periodicals.

Please use double **quotation marks** ("…") for:
- titles of books, chapters, articles, laws and films
- direct quotations
- terms you wish to distance yourself from ("euthanasia")
- in exceptional cases key words and concepts, however only at first mention ("Sonderweg," "the West").

The **headings** should be marked with Roman numerals (I., II., III.), any subheadings with Arabic numerals (1., 2., 3.).

Quotations should appear in double quotation marks, quotations within quotations in single quotation marks. Verbatim quotes exceeding three lines should appear in fine print (10 pt, singlespaced) without quotation marks. If you have highlighted a term in the quotation, please indicate the provenance of this highlighting in the footnote (original emphasis). Please also indicate translations (transl. by…).

Please do not use **abbreviations** in the main body of the text. Units, currencies and numbers from one to twelve as well as ten, twenty up until one hundred should be spelled out in full (pound, thirty percent). A comma should indicate the decimal place in numbers from one thousand upward (2,000).

Please use the European writing style for dates (3 October 1990).

III. References

All references should be given in footnotes. Footnote numbers should always be placed after a punctuation mark. Consistent **short titles** are to be used after the first full bibliographic note (Last Name, Short Title, Page Number). If the same publication is referenced consecutively, "ibid." should be used. For consecutive references to the same author, please repeat the author's last name instead of "id.", "idem" and "eadem." In footnotes, in contrast to the main body of the text, please use abbreviations and short forms (3. 10. 1990, %, cf.).

Archival Material:

While the concrete information available for archival material may vary, references should generally conform to the principle "from large to small": First comes the name of the archive, then box or file number, the title of the document, if possible including the name of the author(s), and last the page quoted.

Archive [hereafter abbreviation], Box/File Number, Document Title, Date, if applicable Folio/Page Number.

National Archives [hereafter NA], Record Group 59, M 743, reel 1, Secretary of State Lansing to Woodrow Wilson, Washington, 24. 11. 1915, fols. 70 – 73.

Monograph:

First Name Last Name, Monograph Title. Subtitle, Place Year.

Judith Butler, Gender Trouble. Feminism and the Subversion of Identity, New York 19992, ch. 2.3: "Freud and the Melancholia of Gender," pp. 73 – 84, here p. 73, p. 76 and pp. 80 f.

George H. Nash, The Life of Herbert Hoover, vol. 2: The Humanitarian, 1914 – 1917, New York 1988.

Jane Burbank and Frederick Cooper, Empires in World History. Power and the Politics of Difference, Princeton 2010.

Chapter in an Edited Volume:

First Name Last Name, Chapter Title. Subtitle, in: First Name Last Name (ed./eds.), Volume Title. Subtitle, Place Year, pp. X – Y.

Charles S. Maier, "Malaise." The Crisis of Capitalism in the 1970s, in: Niall Ferguson et al. (eds.), The Shock of the Global. The 1970s in Perspective, Cambridge, MA 2010, pp. 25 – 48.

Journal Article:

First Name Last Name, Article Title, in: Journal Volume Number. Year, if applicable no. Issue Number, pp. X – Y.

Elizabeth B. Jones, The Rural "Social Ladder". Internal Colonization, Germanization and Civilizing Missions in the German Empire, in: GG 40. 2014, pp. 457 – 492, here pp. 460 f.

Encyclopedia Article:

First Name Last Name, art. Article Title, in: First Name Last Name (ed./eds.), Encyclopedia Title, vol. Volume Number, Place Year, pp. X – Y.

Sanford Lakoff, Democracy, in: Alexander J. Motyl et al. (eds.), Encyclopedia of Nationalism, vol. 1: Fundamental Themes, San Diego 2004, pp. 101 – 120.

Newspaper Article:

First Name Last Name, Article Title, in: Newspaper, Date, p. X.

Paul Krugman, Gambling with Your Retirement, in: The New York Times, 4. 2. 2005, p. 19.

Website:

First Name Last Name, if applicable (ed.), Title of Webpage, Link.

Woodrow Wilson, US Declaration of Neutrality, 19. 8. 1914, in: Gerhard Peters and John T. Woolley, The American Presidency Project, http://www.presidency.ucsb.edu/ws/?pid=65382.

Review:

First Name Last Name, Review of: First Name Last Name, Title. Subtitle, Place Year, Link.

Nicholas Doumanis, Review of: Jürgen Osterhammel, The Transformation of the World. A Global History of the Nineteenth Century, Princeton 2014, in: The Australian Journal of Politics and History 60. 2014, pp. 481 f.

Unpublished PhD dissertation:

First Name Last Name, Thesis Title. Subtitle, PhD thesis University Year.

Jennifer Polk, Constructive Efforts. The American Red Cross and YMCA in Revolutionary and Civil War Russia, 1917 – 1924, PhD thesis University of Toronto 2012.

Movies:

First Name Last Name (director), Movie Title, Country Year.

Richard Fleischer (director), Soylent Green, USA 1973.

Specific Issues with References:

Where there are **two authors**, their names should be linked with an "and". When there are more than two editors or authors, only name the first and add "et al." Short titles do not contain "et al." or "ed."

If there are **several places of publication**, only name the first. Please add the state code (Cambridge, MA 2007) to potentially ambiguous places of publication in the US.

Please indicate the year of publication of forthcoming titles in square brackets (New York [2015]).

If you cite an article published in a journal without consecutive **pagination**, please add the issue's number (in: Journal 13. 2014, no. 3).

English titles are capitalized in MLA style.