Instructions for Authors

Scope

The *International Journal for History, Culture and Modernity (HCM)* is a peer-reviewed journal that offers a forum for interdisciplinary scholarship in the domain of the humanities. The journal stimulates research and a lively academic exchange in the field of the cultural history of modernity worldwide. The journal conceives 'modernity' as a concept, as a problem, and as a period. The concept is rooted historically in the Enlightenment and its alter ego Romanticism. Modernity involves, on the most abstract level, contested ideas like universalism, cosmopolitanism, authenticity, progress, individuality, equality, reason, identity, aesthetics and religion. Modernity as a topical problem entails a critical discussion of its origins, trajectory, variations and perceived decline, from a global perspective. As a period, modernity essentially but not inevitably covers the years between 1750 and the present. Above all, modernity requires a serious practical effort. The ideas and theories that deal with modernity are not free floating intellectual artefacts: they confront real situations and actual dilemmas. *HCM* guarantees the rapid publication of articles that meet its high standards of academic quality. Drawing its authors and expertise from all over the world, *HCM* offers a global perspective of our modern culture and its history. *HCM* publishes four issues a year. Articles are pre-published as soon as the reviewing and editing procedure has been successfully completed.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behaviour for all parties involved in the act of publishing: authors, editors, and reviewers. Authors, editors, and reviewers should thoroughly acquaint themselves with Brill’s publication ethics, which may be downloaded here: brill.com/page/ethics/publication-ethics-cope-compliance.

Online Submission

Authors are invited to submit manuscripts that fall within the focus of the journal. Work submitted to *HCM* may not be under consideration in any form by any other publisher. Submission of a manuscript is taken to indicate the author's commitment to publish in *HCM* if the manuscript is accepted. The editorial board reserves the right to refuse an article after submission in any stage of the editing process. *HCM* uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: editorialmanager.com/hcmbrill. First-time users of EM need to register first. First-time users of EM need to register first. Go to the website and click on the "Register Now" link in the login menu. Enter the information requested. During registration, you can fill in your username and password. If you should forget your Username and Password, click on the "send login
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details’ link in the login section, and enter your e-mail address exactly as you entered it when you registered. Your access codes will then be e-mailed to you. Prior to submission, authors are encouraged to read these ‘Instructions for Authors’ to ensure that the paper follows the journal style, as well as the EM instructions available by following the above link and clicking on the ‘help’ icon in the top left-hand menu on the page. Online submission considerably shortens overall publication time. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files. The revised document is uploaded the same way as the initial submission. The system automatically generates an electronic (PDF) proof, which is then used for reviewing purposes. All correspondence, including the editor’s request for revision and final decision, is sent by e-mail.

Peer Review Process
All articles submitted to HCM are initially assessed by an acting editor who decides whether or not the article is suitable for publication in HCM. The author will be informed about the decision within three weeks and can be asked to rewrite the article. Research articles that are considered suitable for HCM are sent for a double-blind peer review to two experts in the field. Review articles are sent to one external peer reviewer and two members of the editorial board. Three members of the editorial board will review the articles for the Forum section. We try to complete this process as quickly and efficiently as possible. After having received the peer review reports, the Editor-in-Charge will combine this report with advice from the editorial board and the Editor-in-Charge will make a recommendation for rejection, minor or major revisions, or acceptance. During the peer review process, the identities and the evaluators remain confidential, so any features that could reveal the author’s identity should be removed from the text and from the notes until after the manuscript has been accepted. This means that you are free to refer to your own work in your endnotes (with your name and title etc.), as long as you avoid personal pronouns. The editorial board reserves the right to refuse an article after submission in any stage of the editing process. Their decision will be based on the following criteria:
1. Contribution to cultural history of modernity.
2. Structure and clarity.
3. Use of sources and methodology.
4. Incorporation of relevant literature and latest research.

Double-blinded Peer Review
The double-blind peer review system means that manuscript author(s) do not know who the reviewers are, and that reviewers do not know the names of the author(s). When you submit your article via Editorial Manager, you will be asked to submit a separate title page that includes the full title of the
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manuscript, the names and complete contact details of all authors, the abstract, keywords, acknowledgement texts, and a short biographical note. This page will not be accessible to the referees. All other files (manuscript, figures, tables, etc.) should not contain any information concerning author names, institutions, etc. The names of these files and the document properties should also be anonymized.

Authors must carefully proofread the final versions of their articles before submission. They are likely to be requested to make changes to their text in accordance with the readers’ and the editors’ comments. Please use your spelling and grammar check. Final versions that are not corrected or are written in unidiomatic English may be returned for renewed correction.

File Formats
Please upload source files in word and not only pdf files.

Figure or illustration files should be submitted as separate source files in .eps, .tif, or .jpg format and should have high density of at least 300-600 dpi at a size suitable for printing.

Upload table files as separate files. Please name your files with the same numbers as that cited in the text.

Upon Acceptance
Any amendments or corrections should be sent to the Editors (or Review Editor) as soon as possible after any author receives notification of acceptance for publication of his/her article.

Contact Address
For any questions or problems relating to your manuscript please contact the Managing Editor, Devin Vartija at: hcm@uu.nl.
For questions about Editorial Manager, authors can also contact the Brill EM Support Department at: em@brill.com.

Submission Requirements

General
The journal is peer-reviewed, which means that all manuscripts will be refereed by the Editor with the help of external experts. Manuscripts that are submitted for initial consideration should therefore be complete, including all notes, bibliographical references, tables, etc.

Language
Articles should be written in English, using UK English spelling and punctuation. In general, The Concise Oxford Dictionary is our arbiter of spelling, especially for hyphenated words, words in italics,
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etc. Use ‘z’ spelling for all words ending in ‘-ize’, ‘-ization’ (organize, organization). However, alternative spellings in quoted material, book and article titles should not be changed.

Foreign Languages
Authors are advised to use non-English language materials sparingly. The journal wishes to reach a wider audience spread out globally and in order to accomplish that goal we instruct authors to translate all non-English words/terms/quotes. We recommend the following style for shorter phrases or terms: ‘payments’ (Les Pensions).

Spelling
Spelling must follow the language used, except in quotations from other sources, where the spelling conventions of the original should be retained. Authors whose first language is not English should ensure that a draft of their article has been read and corrected by a native English speaker.

Punctuation
Commas
The comma should usually be omitted before the ‘and’ in lists of three or more items, especially if each item is a single word or short phrase: red, white and blue.

Colons and Semi-colons
A colon introducing a list or other displayed material should never be followed by a dash. Semi-colons or full points, not commas, should be used to separate main clauses that have different subjects and are not introduced by a conjunction:

He was trying to write a book; the ideas would not come.

Double Punctuation
There is no need for double punctuation at the end of a sentence, either after an abbreviation or after a punctuation mark in inverted commas or a book or article title.

Apostrophes
Use ‘s for the possessive case in English names and surnames wherever possible: Charles’s, Jones’s, St James’s Square, Thomas’s.
Do not use ‘s for plurals of capitalized abbreviations: NCOs, the 1960s. Do use for lower-case abbreviations: e.m.f.’s, dotting his i’s.
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Hyphens
Note the use of the hyphens with nouns used as adjectives (noun-attributes):

| the middle class | middle-class values |
| the nineteenth century | nineteenth-century history |

In all headings, the second word in a hyphenated phrase should be lower case, e.g. Short-term Policies.

Parentheses and Brackets
( ) are called parentheses. Brackets are square: [ ]. Reserve square brackets for interpolations within quotations or round uncertain data in references (e.g. if the date or place is ascertainable but does not appear in the book). Do not use them to avoid having parentheses within parentheses.

Ellipses (…)
Omit ellipses at the beginning and end of quotations unless necessary for the sense. Use ellipses to indicate that material is missing within the quotation. Use three points only.

Casca said: ‘There was more foolery yet …’

Non-Roman Script and Transliteration
If a special font is used, please provide a copy of the font. Greek texts should be left in the original and will be printed in Greek characters. If possible, use Kadmos or the Brill as your font. If another special font is used, please provide a copy of the font. Greek texts should be left in the original and will be printed in Greek characters. In all other cases, Greek words should be transliterated into their Greek forms (e.g. Nikonion, not Nicomium). Arabic words and names should be transliterated according to the system adopted by the IJMES. If possible, use TranslitLS font. Other non-Roman alphabets should be transliterated according to the style sheet in the Chicago Manual of Style and should be italicized. Latin and other foreign languages not requiring transcription should be italicized in the typescript.

The Brill Letter
As your article will be typeset in “the Brill” please consider already writing the manuscript in this font. It presents complete coverage of the Latin script with the full range of diacritics and linguistics (IPA) characters used to display any language from any period correctly, and Greek and Cyrillic are also covered. You can download it at: brill.com/page/BrillFont/brill-typeface. FYI: these guidelines are written in the Brill font.

Length
Substantial research articles may consist of 8,000-10,000 words, review articles of 3,000-5,000 words, and forum articles of 2,000-4,000 words. The word count includes footnotes.
Manuscript Structure

General
Manuscripts that are submitted for initial consideration should therefore be complete, including all notes, bibliographical references, tables, etc. Articles should be spaced 1.5 throughout and should include footnotes (rather than endnotes or in-text references). Indent the first line of a new paragraph consistently (except immediately after a heading, when the paragraph should start flush with the left-hand margin). There is no need for extra space between paragraphs.

Title
The title should follow the format Title: Subtitle, with all significant words capitalised; the same applies to all headings within the text.

Author’s Details and Acknowledgements
In the final, approved version of your text (which need not be anonymous any more), please insert below the title a blank line, and into separate lines 1. your full name, 2. your institutional affiliation and 3. your institutional email address. Please also add an numbered footnote after your name, in which you provide your full institutional (postal) address. In this final version, if you wish to provide details about funding bodies associated with your research and your article, and for all other acknowledgements, please add a separate section titled ‘Acknowledgements’ to the end of your article.

Biographical Note
On the title page file, there should be a short biography of up to 150 words.

Abstract
Articles should be preceded by a short abstract in English of 100-150 words, clearly defining the thesis developed in the article and the sources quoted. Abstracts must not contain any footnotes, reference citations or undefined abbreviations – they should function as a stand-alone piece of writing that may be read without further explanation.

Keywords
The abstract should be followed by up to ten keywords covering the primary personae and themes of the article, and divided by an en-dash (–). Please use lower caps in all cases other than proper names (e.g.: medical reform – Paracelsus – folk recipes – Adam von Bodenstein – etc.)
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Headings
Headings should be clearly distinguishable, with the first-order heading in **bold** and a second order heading in *bold italics*, and indented. In case of three-level subdivision, please use numbered sections.

Italics
Please type *italics* those words that are to be printed in italics.

Italics must be used for the following:
1. titles of published books, though not the Koran, the Bible or the books of the Bible. Titles of periodicals, long poems, plays, films, operas and oratorios, but not television or radio programmes, which should be in roman and quotes;
2. names of ships: HMS Valiant, SS Oriana;
3. foreign words or phrases in an English sentence; but roman and quotes for foreign quotations;
4. to identify letters: 'the letter t';
5. for *passim*.

Use italics for emphasis sparingly. It is usually possible to make your point without special emphasis.

The following do not use italics: titles of articles; chapters; short stories (use roman and quotes for these); apostrophes; possessive 's' following an italicized word, i.e. 'the Discovery's home port'; ibid.; idem; id.; e.g.; i.e.; cf.; viz. and others (see The Oxford Dictionary for Writers and Editors).

In italic headings it is not necessary to distinguish foreign words or phrases by the use of quotes.

Footnotes and References
Footnotes
Please use abbreviated references in the footnotes, and a complete reference list in the Bibliography at the end of the article.

Footnotes should be brief and limit themselves to what is necessary to document an argument; the argument itself should be developed in the main text. Footnotes should be numbered consecutively throughout the paper. Please place footnote numbers exclusively at the end of sentences after punctuation (not in the middle of sentences).

Use the short-title system of referencing for footnotes.
1. Hamer, 27.
2. Hazel, 135.
3. Hamer, 250.

All notes end with a full point.

Bibliography
Use italics for titles of books, journals and newspapers.
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A bibliography containing all mentioned sources should be placed at the end of the article.

Book

Edited Book
Editor, Anne, and Belinda B. Editor, eds. *The Title of the Book* (Location: Publisher, 2020).

Book without Author
*The Title of the Book* (Location: Publisher, 2020).

Book by a Corporate Author or Organization
Organization Name. *The Title of the Book* (Location: Publisher, 2020).

Article in Edited Volume

Multi-Volume Work (as a Whole)

Multi-Volume Work (Specific Volume)
Editor, Anne, ed. *The Title of the Work* (Location: Publisher, 2020), 21–10.

Journal Article

Pre–published Journal Article
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Forthcoming Work
Author, Arthur. The Title of the Book (Location: Publisher, forthcoming).

Dissertation or Thesis
Author, Anne. The Title of the Thesis, Dissertation (Department, University, 2020).
Author, Arthur. The Title of the Thesis, Degree Thesis (Department, University, 2020).

Newspaper Article

Other-Language Work with Translated Title Included

Work in Non-Roman Script
Author, Artur [Автор, А.]. Nazvaniye knigi [Название книги] (Location: Publisher, 2020).

Translated Work

Money
In a list, write ‘£6.00’ and ‘£0.25’, not ‘£6’ and ‘25p’. Similarly, write ‘$6.00’ (US) and ‘$0.25’ (US), not ‘$6’ and ‘25¢’. For sums of money, s, d, p are roman and do not take full points, e.g. ‘£3 11s 4d’; use ‘4s 11d’, not ‘4/11d’.

Quotations
Please use single quotation marks and double quotation marks for quotes within quotes.
Quotations over 60 words should be indented and separated from the main text by a space above and below. They should not be set within quotation marks.
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**Time**
Express as follows: six months, 8.00 a.m., eight o'clock, half-past eight, a five-minute break, but five minutes' start (no hyphen).
Use words for periods of time such as 'it took him six months', but figures for exact measurements and series of numbers.

**Translations and Foreign Language Quotations**
If most translations of foreign-language passages in the articles are your own, please place the following note into the first relevant footnote: “All translations are the author's except where otherwise noted.” The author's own translations of foreign-languages passages should be accompanied by a footnote providing the original text. Original quotations should always be given for archival, unpublished, or rare sources.

**Figures, Diagrams, Illustrations and Tables**

**Figures**
You are welcome to include images in your article. Please make sure that they have a resolution of at least 300 dpi for regular images, 600 dpi for line drawings and that you provide captions and quotations. The author is fully responsible for the copyright of the images and ensures that permission has been obtained for use of copyrighted material.
All figures and tables must be numbered and cited consecutively, with a single numerical sequence, in the text. Please also indicate in the manuscript where they are to appear (e.g.: “As fig. 3 demonstrates...”; “...Descartes' illustrated refraction by means of a bouncing tennis ball (see fig. 3).”). Please submit an independent document containing all captions. Each illustration is to be accompanied by a caption that provides a title, information about the source for the image, and wherever necessary, details about the reproduction rights and acknowledgements for the institution or individual that has granted permission for the reproduction.
The text in a figure must be legible, and should not be smaller than corps 7, and the same size across all figures in the manuscript. When necessary, crops, horizontal or vertical orientation, enlargement of details, etc. should be indicated.

**Tables**
Tables that are to be integrated with the text should be typed with the text, and any on separate sheets should have their position indicated in the text thus: (Table 2.3 here). It will not always be possible for the typesetter to place them exactly where you indicate, so refer to each table by number and not as 'the table above', 'the following table', etc. For the same reason, any explanatory notes should appear beneath the table (numbered as a, b, c, etc.) rather than being styled as
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footnotes or endnotes.

Tables that are to go at the end of the article should be typed on separate sheets of paper and placed before the bibliography.
Table headings should be typed using upper case for the first letter of each main word and lower case for the rest. There should be no full point.
The source of the table should go beneath the notes. The word ‘Source’ should be followed by a colon.

Submission Preparation Checklist

As part of the submission process, authors are required to check off their submission’s compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

1. The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor).
2. The submission file is in OpenOffice, Microsoft Word, or RTF document file format.
3. The text adheres to the stylistic and bibliographic requirements outlined in the Instructions for Authors
4. Any features that could reveal the author’s identity should be removed from the text and from the notes until after the manuscript has been accepted. This means that you are free to refer to your own work in your footnotes (with your name and title etc.), as long as you avoid personal pronouns.
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7. All authors have given permission to be listed on the submitted paper. The corresponding author is authorized to speak on behalf of the authors.
8. All DOIs for the references have been provided, when available.
9. The author declares the absence of any conflict of interest.
Publication

Proofs
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