



Instructions for Authors

Scope

Southeastern Europe (SEEU) is a peer-reviewed journal that aims to publish innovative research on contemporary developments in Southeastern Europe. *Southeastern Europe* embraces multi- and interdisciplinary scholarship and comparative approaches. The journal publishes thematic issues that contain essays, articles, debates, and reviews. *Southeastern Europe* is made in cooperation with the *Europe and the Balkans International Network*: www.eurobalk.net.

Ethical and Legal Conditions

Please note that submission of an article for publication in any of Brill's journals implies that you have read and agreed to Brill's Ethical and Legal Conditions. The Ethical and Legal Conditions can be found here: brill.com/downloads/conditions.pdf.

Online Submission

SEEU now uses online submission only. Authors should submit their manuscript online via the Editorial Manager (EM) online submission system at: editorialmanager.com/seeu. 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.

When you register, select e-mail as your preferred method of contact. Upon successful registration, you will receive an e-mail message containing your Username and Password. If you should forget your Username and Password, click on the "Send Username/Password" link in the login section, and enter your first name, last name and email address exactly as you had entered it when you registered. Your access codes will then be e-mailed to you.

Prior to submission, authors are encouraged to read the 'Instructions for Authors'. When submitting via the website, you will be guided stepwise through the creation and uploading of the various files.

A 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.

When submitting online for the first time, the author is requested to fill out a contact form, where the full address, including an e-mail address and telephone or fax number (when available) can be entered.

File Format

In any word processor: save and send the file in RTF format or Word .doc format. Use a Unicode font, preferably the Brill (brill.com/about/brill-fonts). If you use other fonts: send them along with the text file.



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Contact Address

For submission and any questions or problems relating to your manuscript please contact the journal office, Marco Puleri at marco.puleriz@unibo.it. For eventual questions about Editorial Manager, authors can also contact the Brill EM Support Department at: em@brill.com.

Books for Review: For any request, please contact the Book Review Assistant, Martina Draščić at: martina.drascic@gmail.com.

Submission Requirements

The journal is peer-reviewed, which means that all manuscripts will be read by one or more outside readers before acceptance for publication. Manuscripts that are submitted for initial consideration should therefore be complete, including all notes, bibliographical references, tables, etc.

Language

Manuscripts should be written in English. Spelling (British or American) should be consistent throughout. See also the note on punctuation in quotations below. Where both -ise and -ize spellings are possible, the latter should be used, e.g. in standardize, italicize, realize; but note that exercise, circumcise, compromise and many other words must be spelled with -ise.

The text must be grammatically correct and in good literary style.

Gender-inclusive language should be used; e.g. “the reader” must generally be referred to as “he or she” or “she or he” (not “he/she” or “she/he”); “humanity,” “people”, etc. should be used rather than “man” as a generic term.

Length

Articles should generally consist of 7500-10000 words, book reviews: 1000-2000 words, review essays 2500-4000 words. Manuscripts should be complete, including all necessary footnotes, bibliographical references, tables, et cetera.

Transliteration

For transliteration from Cyrillic, use the Library of Congress romanization table:

www.loc.gov/catdir/cpsol/roman.html.

Non-Roman Scripts and Non-English Accents

Use of Cyrillic and Greek quotations is allowed. In non-English texts, diacritical marks should be used as appropriate (e.g. in German, umlauts should always be used where required, rather than spelling with an extra “e”; however, the Ringel-ß may be rendered by “ss”). Capitalized letters in French should not be accented.



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Manuscript Structure

General

Keep formatting to an absolute minimum. Do not use desktop publishing features such as justification, centring, or different fonts within the body of the text. Articles should be typed double-spaced (including footnotes, which should preferably appear at the bottom of the page). TAB should be restricted to a paragraph indent. The use of *italics* should be limited to non-English words, book titles, and sub-sections.

Captions (including proper acknowledgements) should be placed at the appropriate position in the article text or sent separately.

For general rules on style, please refer to the Chicago Manual of Style (16th ed., University of Chicago Press, 2010, or the most recent edition) online at chicagomanualofstyle.org.

Abstract and Keywords

On the first article page, after the author's name and affiliation there should be an abstract or summary of the article in not more than 150 words. Four to eight keywords should be provided and placed below the abstract.

Headings

Headings should be flush left, and preferable unnumbered. First level headings are **bold**, second level headings are ***bold italic***. Do not indent the first paragraph following a section heading.

Quotations

British and American styles are both acceptable: British style uses single quotation marks for the first level of quotation and double quotation marks for quotations within quotations.

American style uses double quotation marks for the first level of quotation and single quotation marks for quotations within quotations. Note that in British-style quotations, punctuation appears outside the quotation marks, unless an entire sentence is being cited; in American-style quotations, punctuation appears within the quotation marks.

Quotations of more than four lines, which will be set as indented text in smaller type and line spacing, should not be preceded and followed by quotation marks, and should be double-spaced.

Footnotes

Notes will be typeset as footnotes rather than endnotes. They should be numbered consecutively, double spaced and in the same font size as the main text. A note number may be used only once: sub-numbering of notes (e.g., note 30a) is not acceptable.

Use *Ibid.* for an immediate reference to the same work: *Ibid.*, 123-25.

Use a shortened title for a later reference to the same book, e.g.: Last Name, *Shortened Title*, 125-26.



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Op.cit and *loc.cit* should not be used.

Bibliographic References in Text and Notes

Use the *social-scientific style*, in combination with a separate bibliography in the social-scientific style (see below).

Pagination: do not use p. or pp. Volume numbers are followed by a colon and page.

Numbers ending in multiples of 100, use all digits: 100-102; 1200-1213

Numbers in 101 through 109, 201 through 209, etc.: 101-2, 1201-13

References in text should be as follows: (von Rad 1975: 57) (Reploh 1969; Rohrbaugh 1987: 103–19) (Dewey 1989: 1 n. 2).

The appended, separate bibliography should use the following style:

Bal, M. 1988. *Murder and Difference: Gender, Genre, and Scholarship* (Bloomington: Indiana University Press).

Bal, M. 1988. *Death and Dissymmetry: The Politics of Coherence in the Book of Judges* (Chicago: University of Chicago Press).

Green, W.S. (ed.). 1980. *Approaches to Judaism* (BJS, 9; Chico, CA: Scholars Press). Lichtenberg, H. and P. Smith

Green, W.S. 1980. "Atonement and Sacrifice," in W.S. Green (ed.), *Approaches to Judaism* (BJS, 9; Chico, CA: Scholars Press): 159-71.

Rad, G. von. 1975. *Old Testament Theology* (trans. D.M.G. Stalker; 2 vols.; London: SCM Press, 1975 [German original, 1957]).

Reploh, K.G. 1969. *Markus: Lehrer der Gemeinde* (SBM, 9; Stuttgart: Katholisches Bibelwerk).

Rohrbaugh, R.L. 1987. "'Social Location of Thought' as a Heuristic Construct in New Testament Study," *JSNT* 30: 103–19.

Note that if more than one article is cited from a volume, then the volume should be cited as a separate entry under the editor's name in the bibliography, and it is then referred to using an abbreviated format. For example:

Lichtenberg, H., and P. Smith

1980 "Atonement and Sacrifice in the Qumran Community," in Green 1980: 159-71.

Figures

Illustrations and photos, should be submitted in .tiff or .jpg format, scaled at 100%, resolution at least 300 dpi (600 dpi is preferred). Number the files and clearly mark the spot where the photo should be inserted ("insert ill. 2"). Provide the captions at the very end of the article.



Publication

Proofs

Upon acceptance, a PDF of the article proofs will be sent to the author by e-mail to check carefully for factual and typographic errors. Authors are responsible for checking these proofs and are strongly urged to make use of the Comment & Markup toolbar to note their corrections directly on the proofs. At this stage in the production process only minor corrections are allowed. Alterations to the original manuscript at this stage will result in considerable delay in publication and, therefore, are not accepted unless charged to the author. Proofs should be returned promptly.

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