Instructions for Authors

Scope

Founded 1948 by Hans-Joachim Schoeps and Ernst Benz. The Zeitschrift für Religions- und Geistesgeschichte (ZRGG) is a peer-reviewed journal and comprises original papers, miscellanea and reviews both in German and English from the crossroads of philosophy, the history of religions, cultural studies, theology, ethnology, European history, the history of art and the history of the sciences. It is not bound to any specific period, field, scholarly method or school but rather to the excellence and the innovative character of texts and ideas. Each issue aims at presenting a mixture of insights from outsiders and newcomers as well as scholarly views and outlooks from insiders along with an extensive book review section. The Zeitschrift für Religions- und Geistesgeschichte has a longstanding tradition and is one of the most outstanding journals in the humanities of the German-speaking world. Today, it is a forum for interdisciplinary research and scholarly dialogue in the fields of religious and intellectual history.

Ethical and Legal Conditions

The publication of a manuscript in a peer-reviewed work is expected to follow standards of ethical behavior 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.

Submission

Please e-mail submissions to Dr. Martina Bitunjac at zrgg@uni-potsdam.de or mbitunja@uni-potsdam.de. Submissions that have already been published elsewhere will not be considered for publication.

Submission Requirements

Language

Articles should be written in German or English. Spelling should be consistent throughout. If neither German nor English is your first language, it is recommended to have a native speaker proofread the article before submission.

Non-Roman Scripts

If a special font is used, please provide a copy of the font.
Instructions for Authors

Length
The final draft of a manuscript of a regular article accepted for publication should be ca. 50,000 characters in length including footnotes (max. 20 pages).
Miscellanea should be ca. 12,000 characters, including footnotes (3-8 pages).
Book reviews should be ca. 4,000 characters (1.5 pages) and should not use footnotes.

Manuscript Structure

General
- Manuscripts that are submitted for initial consideration should be complete, including all notes, bibliographical references, tables, etc.
- Final versions and printouts must be proofread carefully before submission; please use your spelling and grammar check; final versions that are not corrected will be returned for renewed proofreading.
- Manuscript pages should be numbered consecutively in the lower right corner, single-spaced text with regular margins on all sides.
- Eliminate any section or page breaks, and any headers or footers.
- Notes and references should be submitted as footnotes, consecutively numbered, and placed at the bottom of the page.
- The journal reserves the right to copy-edit contributions to conform to its style. Do not use desktop publishing features such as justification, centering, or bold-face type.
- *Italics* should be indicated by italics. Do not use bold in the text.
- Do not hyphenate words at the end of a line. Do not use the hyphenation feature of your word processing program.
- Do not use TAB.
- Should you choose to leave out part of the original text in a quote, mark the place with [...]

Text formatting
Text should be formatted in the font Times New Roman, font size 12, single-spaced, justified right margins.
Footnotes should be in Times New Roman, font size 10, single-spaced.
Abbreviations are only allowed in footnotes (*for example* - *e.g.; and so on – etc.*), they should be written out in the regular text.
Centuries with ordinal numbers should be written without superscript: 19th century.
Please note that only institutional references should be capitalized: Faculty of Religious Studies. General references to academic disciplines are in lower-case. ‘He was a scholar in religious studies.’
Foreign words, technical terms, names of organizations and institutions as well as titles of publications should be set in italics.
Abstracts
Regular articles should include a short abstract (80-150 words), written in English, that clearly defines the thesis and the sources quoted.

Keywords
Please supply 3-8 keywords (in lowercase letters) for indexing purposes.

Vita
Authors of a regular article should include a short vita, 7-10 lines, including:
- Year of birth, academic titles, academic career
- Current job position
- Areas of research interest
- Latest publications

Authors of book reviews should add their place of living and their name in italics at the end of the review.
Authors of miscellanea only add their name in italics at the end of the manuscript.

Headings
Headings are unnumbered and should be flush (aligned) left. Apart from the title, not more than one level of headings should be used. Level headings should be in italics and unnumbered; alternatively the level can be indicated by a Roman numeral with no text in Italic. The choice of heading should be consistent throughout the text.

Level Heading in words: This is the First Level Heading
Numeral Level Heading: I

A book review should not have a title but instead the bibliographical data of the reviewed publication in the following format:
Author: Title (. Subtitle), Place: Publishing House Year, pages.

Footnotes
The autoformatting of footnotes is required for accepted papers.
Footnotes should be numbered consecutively as 1, 2, 3... in Arabic numerals and placed at the bottom of each page. Superscript numbers marking footnotes should follow immediately after the punctuation or the quotation. Footnotes cannot contain any italics.
Your footnotes should be very brief, normally four sentences at most, unless a larger number of citations to several publications are necessary. Extended commentary or parenthetical discussions are important enough to remain within the main body of the paper. No asterisks or Roman numerals should be used anywhere.

For the formatting of references in footnotes and examples see below.

References

The source of every quote in the manuscript should be referenced in a corresponding footnote. If a source has been referenced in a previous footnote, it suffices to give the author's last name, a short title, the number of the footnote with the full reference and, if applicable, the pages. If the footnote references the same literature or source as the previous footnote, it suffices to write Ibid. / Ebd. and, if differing, the page number.

Please do not use in-text references.

Multiple references in one footnote are separated by a semicolon. Multiple authors can be separated by a slash or given as First author's name et. al. Multiple places of publication should also be separated by a slash.

Please use the following abbreviations only (English/German):

(ed.) ; (eds.) / (Hg.)

ibid. / ebd.

See / Vgl.

p. ; pp. / S.

Quoted in: / Zit. n.
(as cited in fn. x) / (wie Anm. x)
(last accessed: ) / (Letzter Zugriff: )

If abbreviations are used in referencing editions, the full title should be given in the first reference followed by the abbreviation in parentheses.

If the author of a source is anonymous, replace the author's surname with the title of the work, followed by the publication year.

Electronic sources are referenced in the same way with the exclusion of page numbers.

If the publication date is unknown, insert (n.d), which stands for no date. If the author is unknown, replace the author by the title as with other anonymous sources.

Format the references correctly as follows:

Books

Marie Luise Harksen, Die Stadt Dessau (Die Kunstdenkmale des Landes Anhalt, Bd. 1), Burg 1937.
Allgemeines Künstlerlexikon (AKL), Bd. 75, Berlin/Boston 2012.
Instructions for Authors

For previously referenced literature:
Ebd., S. 72.

Chapters in Edited Volumes

Journal Articles

Online journal Articles

PhD theses

Websites

Articles in Online Blogs or Newspapers
Instructions for Authors

Block Quotations
Set off quotations 4 lines and longer as block quotes with a blank line before and after the quotation, no quotation marks, font size 11 and an indent of 1cm from the left margin:

This is a long quote

Figures
Illustrations can only be included in regular articles, not in miscellanea or book reviews and only a limited number. They may be submitted as electronic files and should be clearly marked. The preferred format is TIFF, but high-resolution JPG files may be submitted too. Illustrations should have a minimum resolution of 300 dpi, preferably 600 dpi. Files should be the size of the original image or sized to the approximate size of reproduction. Illustrations, tables, and figures must be numbered consecutively (e.g. Fig. 1, Fig. 2, etc.) and include captions to give a description and to identify the source of any image or data. All figures and tables must be cited consecutively in the text. Number the files, and indicate in the manuscript where they are to appear, like this: (Fig. 1 here). The text in a figure must be legible, and should not be smaller than font size 7. The size of this lettering for any text in a figure should be the same for all figures in the manuscript. Authors are responsible for obtaining and paying for all copyright and reproduction charges. Illustrations and captions (including acknowledgements) should be placed at the very end of the contribution or sent separately.

Publication

Proofs
Upon acceptance, a PDF of the article proofs will be sent to each author/ the designated 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. Authors’ alterations in excess of 10% of the original composition cost will be charged to authors. Proofs should be returned within one week of receipt.

E-Offprints
A PDF file of the article will be supplied free of charge by the publisher to authors for personal use. Brill is a RoMEO yellow publisher. The Author retains the right to self-archive the submitted (pre-peer-review) version of the article at any time. The submitted version of an article is the author’s version that has not
been peer-reviewed, nor had any value added to it by Brill (such as formatting or copy editing). The Author retains the right to self-archive the accepted (peer-reviewed) version after an embargo period of 12 months. The accepted version means the version which has been accepted for publication and contains all revisions made after peer reviewing and copy editing, but has not yet been typeset in the publisher's lay-out. The publisher's lay-out must not be used in any repository or on any website (brill.com/resources/authors/publishing-books-brill/self-archiving-rights).

Consent to Publish

Transfer of Copyright
By submitting a manuscript, the author agrees that the copyright for the article is transferred to the publisher if and when the article is accepted for publication. For that purpose the author needs to sign the Consent to Publish which will be sent with the first proofs of the manuscript.

Open Access
Should the author wish to publish the article in Open Access he/she can choose the Brill Open option. This allows for non-exclusive Open Access publication under a Creative Commons license in exchange for an Article Publication Charge (APC), upon signing a special Brill Open Consent to Publish Form. More information on Brill Open can be found on brill.com/Brillopen.