

Formal Requirements for Articles



Thank you for choosing to publish your article in the “Zeitschrift für Kirchengeschichte”! We look forward to working with you. To facilitate the editorial process, please observe the following guidelines. If you have any questions, feel free to contact the editor responsible for articles.

General

- Maximum length: 15,000 words (including footnotes).
- English abstract, approx. 100 words.
- File format: Word file (.doc or .docx).

Formatting

Font: Times New Roman. Any additional fonts, especially special characters, should be approved in advance and, if necessary, submitted separately.

- Font size 12 pt (main text) and 10 pt (footnotes).
- Continuous text format without automatic hyphenation or automatic structuring/formatting of headings.
- Headings should be structured manually using numerical order:
 - 1. Heading
 - 1.1. Subheading
 - 1.1.1. Sub-subheading
- Paragraphs should be created using the Enter key; no indentation via tab.
- Only regular and italics; no additional formatting.
- hyphen (-) for compound words, en dash (–) for number ranges (pages, years) and em dash (—) to be used—without spaces—for parentheses.
 - church-state relations
 - Walter Rödel and Regina Schwerdtfeger, eds., *Zerfall und Wiederbeginn : Vom Erzbistum zum Bistum Mainz (1792/97–1830)*. Würzburg: Echter 2002, 277–292.
 - Martin Luther—even though he was shaped by medieval spirituality—overcame the constraints of the Church.
- Notes should be formatted as footnotes (not endnotes).

Quotations

- Mark quotations with double quotation marks (not single quotation marks); use single quotation marks for quotations within quotations.
 - o Quotation within double quotation marks: “prayer to the Father”
 - o Quotation within quotation: “Prayer to the Father ‘with all my heart’”
- Indicate omissions with square brackets: [...]
- Foreign-language quotations:
 - o Latin: italics, no quotation marks.
ecce homo.
 - o Greek: normal font, no quotation marks.
ἰδοὺ ὁ ἄνθρωπος.
 - o German and others: single quotation marks.
“Siehe, der Mensch!”
- For abbreviations for versions and biblical texts please use **SBL Handbook of Style §8.2 - §8.3.3** (pages 121-125; see a short version on: https://www.allnationsleadershipinstitute.com/hp_wordpress/wp-content/uploads/2017/11/SBL_Abbreviations.214181023-1.pdf)

Bibliographical References

- Please follow in general the **Chicago Manual of Style** (https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html)
 - We would kindly ask you to still provide the place of publication, despite the respective change of policies at CMS
- Please also respect the following rules:
 - use en dashes
 - Avoid “ff.”; “f.” may be used for one following page.
43–44 *or* 43 f.
 - Multiple page ranges separated by semicolons: 23 f.; 30–40; 45–48.
 - Particularly relevant page sections are listed after a comma: 3–100, 81–84.
 - Volume/page/line references without spaces after commas.
 - Abbreviations such as e.g. and i.e. are written without spaces.

Abbreviations

- To abbreviate the titles of series, journals, etc., please use: Siegfried M. Schwertner, Internationales Abkürzungsverzeichnis für Theologie und Grenzgebiete (IATG3) (TRE Ergänzungsband), Berlin 2014.