SPPELLING
You may use either British or American English, but be consistent.

MAINTEXT
The text is single-spaced, uses a 12-point font, employs italics for emphasis (no underlining). Please use italics also for titles of books and articles in the main text. All illustrations, figures, and tables will be placed within the text at the appropriate place, rather than at the end. Please do not indent the text and do not add spaces before or after paragraphs unless you begin a new section.

TITLES AND HEADLINES
Please use a main title and a subtitle expressing the significance of your contribution.
Main Title: 16-point font, bold
Subtitle: 14-point font, bold
Subheadings: 12-point font, bold
Sub-subheadings: 12-point font, italics
Please do not use numbers in headers.

QUOTATION MARKS AND PUNCTUATION
Please use double quotation marks for quotes “…”, single quotation marks for quotes within quotes ‘…’.
Double quotation marks are also used as scare quotes or for concepts e.g.
According to Taylor the “imaginary” refers to …/ Within gender theory “sex” and “gender” are defined as ...
Periods, commas, semi-colons or colons are placed outside quotation marks, except when they belong to the quotation.

EXTENDED QUOTATIONS
For quotations longer than 5 lines of your manuscript, please indent the left margin by 1.0 cm and use 10 point font. Do not use quotation marks.

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Use hyphen (-) to join words and separate syllables of a single words. Use the ‘European’ dash (–) to separate numbers, as a break in a sentence or to set off parenthetical statements.
NOTES
Do not include bibliographic references in the main text. Please use automatically generated footnotes, such as in Microsoft Word (use Arabic numerals, beginning with number 1).
For bibliographic references in footnotes, please use: author’s surname, year of publication, page:
Müller/Miller 1994, 577–578.
Do not use “ff.” (e.g. Müller 2002, 3ff.), do not use “et al.”

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Please italicize foreign words and titles of works (like books, paintings, etc.). Only films and TV Series are quoted in Small Capitals (s. below)

NUMBERS
Please spell out numbers from one to nine. For numbers larger than nine, such as 13, please use numerals.

ABBREVIATIONS
Please avoid abbreviations, unless they are necessary and widespread so that an interdisciplinary audience will be able to easily understand your text.

FILMS
When a film or TV series is quoted the first time in the text, please provide the following information:
ORIGINAL TITLE (ENGLISH TITLE, director, country of production year).
For example:
SHANTI SANDESHAM (MESSAGE OF PEACE, P. Chandrasekhar Reddy, IN 2004).
For further references, just use the title and the production year:
The film title is always set in SMALL CAPITALS.
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FILM STILLS AND OTHER ILLUSTRATIONS
Within an article, all images, film stills, tables etc. are numbered and provided with a reference (fig. 1). The caption always begins with Fig. 1. Please provide a distinct cue within your text wherever an image, a picture, a film still or other illustration is to be placed, including the caption you suggest for the picture. Captions for images shall contain the references: Author, Title, technique, size in cm, date, location of the image, copyright holder:

Fig. 1: Andrea Mantegna, Dead Christ, tempera on canvas, 68 x 81 cm, 1480, Pinacoteca di Brera, Milan © Pinacoteca di Brera.

Captions for film stills shall contain the references and the time code corresponding to the still:

Fig. 2: Film still, The Mill and the Cross (Lech Majewski, PL/SW 2011), 01:22:56.

Please submit every illustration you want to be included in your text as separate file (preferably in TIF format) in sufficient quality (300 dpi and 15 x 10 cm, or 2000 x 1300 pixel).

URLS/LINKS
If available, URLs for references to online publications or other online materials are provided.

https://www.youtube.com/watch?v=NWF2JBb1bvM [accessed 10 June 2015].

BIBLIOGRAPHY
At the end of the article, a list of references is to be provided following these guidelines:

BOOKS

ARTICLE IN EDITED VOLUME
ARTICLE IN JOURNAL

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05 April 2017
The editors