

**Author guidelines**

**1. Language**

Contributions should be submitted preferably in English or German. If necessary, contributions in French or other languages are also accepted. Please get in touch with us in case you want to suggest another language.

**2. Style sheet**

Length: max. 25.000 characters (without spaces), incl. references

Format: A4

Font: Palatino Linotype

No hanging indents on first line

No blank lines between paragraphs

No numeration of headings

Max. two subheading levels

No automatic formatting of word-processing software (like automatic headlines or table of contents)

Foreign language terms and proper names in italics

The overall layout (font size, side spacing, etc.) will be done by the editor. Please only submit proof-read drafts.

**3. Citation style**

References in the text:

**Single author:**

(Surname Year: Page), e.g. (Odhiambo 2011: 2)

**Two authors:**

(Surname/Surname Year: Page), e.g. (Odhiambo/Atieno 2012: 34)

**More than two authors:**

(Surname et al. Year: Page), e.g. (Odhiambo et al. 2013: 23)

**Separate several references with semicolon:**

(Surname1 Year: Page; Surname2 Year: Page), e.g. (Odhiambo 2011: 2; Atieno 2013: 23)

**Internet sources:**

(Main page or name of organization Year), e.g. (UNDP 2001); include URL and date of access in bibliography

**References to several pages of a source:**

(Surname Year: Pagef.), e.g. (Odhiambo 2011: 2f.)

(Surname Year: Pageff.), e.g. (Odhiambo: 2011: 2ff.)

If images or tables are necessary, they should be numbered and include descriptions and sources. Only images that do not have copyright can be used.

## **4. Bibliography:**

The bibliography at the end of the article should contain all bibliographical references from the article. Before submission, please compare the reference list with the references in your article and only list works actually quoted.

References should be listed in alphabetical order according to the following scheme:

**Articles in anthologies:**

Surname, Name (year): Title. In: Editors (ed./eds.): Book title. Place: Publisher, page-page.

**Articles in Journals:**

Surname, Name (year): Title. In: Name of journal Volume/Number: page-page.

**Internet sources:**

Surname, Name (date of publication): Title of page or article, URL (date of last access).

**Monographs:**

Surname, Name (year): Title. Subtitle. Place: Publisher.

**Anthologies:**

Editor-Surname, Editor-Name (ed./eds., year): Title. Subtitle. Place:

Multiple authors should be separated by a slash (Surname, Name/Surname2, Name2).

## **5. Additional information**

Each article should be accompanied by an abstract and a short biographical note of the author.

Abstract: in the language of the article, max. 150 words.

Short CV: German or English, max. 100 words, containing information on current occupational position, disciplinary background, research focus, e-mail address.

**For answers to your questions, please contact: [stichproben.afrikanistik@univie.ac.at](mailto:stichproben.afrikanistik@univie.ac.at)**