

## CITATION GUIDE AND STYLE SHEET FOR AUTHORS

### GENERAL INFORMATION

- We will provide a consistent format. Please do not pre-format your text (no hyphenation, no indentation, etc.).
- Please enclose some short information about your academic degree, your scholarly field, your affiliation and vita (*ca* two sentences).
- Please start your article with a brief summary in English and German (max. 750 characters each). Authors writing in German are supposed to provide an English translation of their summary. Non-German-speaking authors writing in English only need to hand in an English summary, which will be translated to German by the editorial board.
- Quotations that are longer than three lines are set in an indented block.
- Use only the so called French quotation marks: » and « (both for citations and for highlighting »problematical« words and phrases).
- For citations in other languages than English provide the English translation (your own, if no published translation is available) in the body of the text and provide the original in a footnote. Such a footnote would look like this:  
»I dansk politik kan vi se disse opdelinger i praksis. Dansk Folkepartis fjendebilleder er muslimer. Socialistisk Folkepartis fjendebilleder er Dansk Folkepartis vælgere, dvs. De nationalt sindede danskere.« (Hauge 2003, p. 53) (or (Hauge 2003, S. 53), if you are writing in German)
- When using published translations, please add them to your list of references along with the original. Please quit your article with a reference to your own translation work after the list of references, e.g.,
  - All translations from Swedish, Danish and Norwegian by Sven Svensson.
  - If not indicated otherwise, all translations from Greenlandic, Faroese and Finnish by Svenja Svensson.

- English quotations in German texts are not translated. German quotations in English texts are.
- When citing (theoretical) works that are not your primary material, you can go without the original quote. You do not have to quote Michel Foucault in French, Antonio Gramsci in Italian or Johann Gottfried Herder in German. But please use the existing English translations (or the German translations, if your article is in German). Do not retranslate translations of works originally in English.
- Translate the titles of publications that are not in English, German, Danish, Norwegian or Swedish in the enclosed list of references, e.g.:  
Gaini, Firouz (2008): *Miðlar, mentan og seinmodernitetur. Ein antropologisk lýsing av føroyskum ungdómi* [»Media, education and late modernity. An anthropological analysis of Faroese youth«], Fróðskapur, Tórshavn.
- Please set single words from other languages than English (German) in italics, e.g.:
  - Germany's federal chancellor Willy Brandt's *Ostpolitik* became a success. When he first met the *dalkarlar* in Rättvik, he was shocked.
  - *Kalaliussuseq*, der Inbegriff dessen, was es ausmacht, ein Grönländer zu sein.
- In the list of references, provide the places of publication as they appear in the book (e.g., København, Copenhagen, Köpenhamn, Kopenhagen, Kjøbenhavn).
- Label and consecutively number tables, graphics, and charts, and provide a title for each. Ensure that the images are formatted such that they can be easily duplicated in Microsoft Word. Furthermore it is necessary to clarify the legitimate claims of the originator. Please do so and take a firm stand regarding this issue.
- Don't make in-text-references or endnotes, as all references are made in footnotes. This means that the footnotes both contain citation references and eventually extra information and supplementations.
- The complete titles of the works referred to and cited from are listed in a list of references at the end of the article.

- When referring to the same text in two or more consecutive footnotes use *ibid.* (German: *ebd.*) instead of repeating the author's name and year of publication, e.g. (EN/DE):
  - Svensson 2010, p. 25. / 24 Svensson 2010, S. 10
  - *Ibid.* / 25 *Ebd.*
  - 26 *Ibid.*, pp. 86–89. / 26 *Ebd.*, S. 86–89
  - 27 Cf. *ibid.*, pp. 185f. / 27 Vgl. *ebd.*, S. 185f.

## Books

Elements of the Citation		
Author(s)/Editor(s) of book – family name, first name (year of publication): <i>Title of book</i> , If necessary edition, Publisher, Place of publication.		
Reference type	Footnote Examples (German if varying in brackets)	Reference List Examples (German if varying in brackets)
<b>Single Author</b>	Assmann 1999. Cf. Assmann 1999. (Vgl. Assmann 1999.) For a detailed analysis see in particular Assmann 1999. (Für eine detaillierte Analyse siehe insbesondere Assmann 1999.) Smith 1991, p. 26. (Smith 1991, S. 26) Cf. Smith 1991, pp. 56–61. (Vgl. Smith 1991, S. 56–61.)	Assmann, Aleida (1999): <i>Erinnerungsräume. Formen und Wandlungen des kulturellen Gedächtnisses</i> , C.H. Beck, München. Smith, Anthony (1991): <i>National Identity</i> , University of Nevada Press, Reno & Las Vegas.
<b>2 Authors</b>	Martinez & Scheffel 2007.	Martinez, Matias & Michael Scheffel (2007): <i>Einführung in die Erzähltheorie</i> , 7. Auflage, C.H. Beck, München.

<b>3 Authors</b>	Ashcroft, Griffiths & Tiffin 2002.	Ashcroft, Bill; Gareth Griffiths & Helen Tiffin (2002): <i>The Empire Writes Back. Theory and Practice in Post-Colonial Literatures</i> , 2nd edition, Routledge, London & New York.
<b>4 Authors or More</b>	Merkel et al. 2005. (Merkel u.a. 2005.)	Merkel, Wolfgang et al. (2005): <i>Die Reformfähigkeit der Sozialdemokratie. Herausforderungen und Bilanz der Regierungspolitik in Westeuropa</i> , Verlag für Sozialwissenschaften, Wiesbaden. (Merkel, Wolfgang u.a. (2005): <i>Die Reformfähigkeit der Sozialdemokratie. Herausforderungen und Bilanz der Regierungspolitik in Westeuropa</i> , Verlag für Sozialwissenschaften, Wiesbaden.]
<b>No Author</b>	<i>Christiania. En hvidbog i farver</i> 2005.	Christiania. En hvidbog i farver (2005), Fristaden Christianias Baggrundsgruppe, København. <b>Insert alphabetically into the reference list</b>

<b>Multiple Works by the Same Author</b>	<p>Cf. Said 1979; 1994. (Vgl. Said 1979; 1994)</p> <p>Said 1979, p. 185. (Said 1979, S. 185.) Cf. Said 1994. (Vgl. Said 1994.)</p> <p><b>We do not use »idem« (»ders./dies.«) if multiple works by the same author are cited or referred to directly after one another.</b></p>	<p>Said, Edward (1979): <i>Orientalism</i>, Penguin, London. Said, Edward (1994): <i>Culture and Imperialism</i>, Vintage Books, London.</p>
<b>Multiple Works by the Same Author in the Same Year</b>	<p>Cf. Thisted 2005a; 2005b; 2005c. (Vgl. Thisted 2005a; 2005b; 2005c).</p>	<p>Thisted, Kirsten (2005a): Postkolonialisme i nordisk perspektiv: Relationen Danmark–Grønland. In: Henning Bech &amp; Anne Scott Sørensen (eds.): <i>Kulturen på kryds og tværs</i>, Klim, Aarhus, pp. 16–42. (In German: (Hgg.) and S. 16–42)</p> <p>Thisted, Kirsten (2005b): Peter Gundel. Dagbogsbreve til læge Jørgen Hvam, <i>Tidsskriftet Grønland</i>, 3–4, pp. 81–128. (In German: S. 81–128)</p> <p>Thisted, Kirsten (2005c): Oversætterens efterskrift. In: Otto Rosing: <i>Taseralik. En roman hvis begivenheder udspiller sig omkring 1845–50</i>, Atuakkiorfik, Nuuk, pp. 193–211. (In German: S. 193–211)</p>
<b>Two or More Works by Different Authors</b>	<p>Cf. Said 1994; Assmann 1999; Martinez &amp; Scheffel 2007. (Vgl. Said 1994; Assmann 1999; Martinez &amp; Scheffel 2007.)</p>	<p>As in the examples above.</p>
<b>Old Work in New Edition.</b>	<p>Burke 2008.</p>	<p>Burke Edmund (2008) [1757]: <i>A Philosophical Enquiry into the Sublime and Beautiful</i>, Routledge, London &amp; New York.</p>

<b>Edited Books</b>	Jones & Olwig 2008. Høiris 2009.	<p>Jones, Michael &amp; Kenneth R. Olwig (eds.) (2008): <i>Nordic Landscapes. Region and Belonging on the Northern Edge of Europe</i>, University of Minnesota Press, Minneapolis &amp; London.</p> <p>Ole Høiris (ed.) (2009): <i>Grønland – en refleksiv udfordring. Mission, kolonisation og udforskning</i>, Aarhus Universitetsforlag, Aarhus.</p> <p>In German, use (Hg.) and (Hgg.) instead of (ed.) and (eds.).</p>
<b>Book Series</b>	Stern 2008.	<p>Stern, Michael (2008): <i>Nietzsche's Ocean, Strindberg's Open Sea</i>, Berliner Beiträge zur Skandinavistik no. 13, Nordeuropa-Institut, Berlin.</p> <p>(Stern, Michael (2008): <i>Nietzsche's Ocean, Strindberg's Open Sea</i>, Berliner Beiträge zur Skandinavistik Nr. 13, Nordeuropa-Institut, Berlin.)</p>

OTHER PUBLICATIONS

Reference Type	Elements of the Citation	Footnotes Examples (German if varying in brackets)	Reference List Examples (German if varying in brackets)
<b>Chapter in an Edited Book</b>	Author(s) – family name, first name (Year of publication): Title of article/chapter. In: Editor(s) – first name family name	Körber 2011, p. 188. (Körber 211, S. 188).	Körber, Lill-Ann (2011): Figurations of the Hardenberg's Visions for a Post-Postcolonial Stavning Thomsen & Kristin Ørjasæter (eds.): <i>Globalizing Art</i> .
<b>Article in an Anthology</b>	(ed./eds./Hg./Hgg.): Title of volume, Publisher, Place of publication, Page number(s).	Cf. Wæver 1993.	<i>Negotiating Place, Identity and Nation in Contemporary Nordic Art</i> , Aarhus University Press, Aarhus, pp. 183–203. (Körber, Lill-Ann (2011): Figurations of the Hybrid. Julie Edel
		(Vgl. Wæver 1993.)	Hardenberg's Visions for a Post-Postcolonial Stavning Thomsen & Kristin Ørjasæter (Hgg.): <i>Negotiating Place, Identity and Nation in Aarhus University Press, Aarhus, S. 183–203.</i> Wæver, Ole (1993): Culture and Identity in Pertti Joenniemi (ed.): <i>Cooperation in the Francis, Washington D.C., pp. 23–26.</i>

			(Wæver, Ole (1993): Culture and Identity in the Baltic Sea Region. In: Pertti Joenniemi (Hg.): <i>Cooperation in the Baltic Sea Region</i> , Taylor and Francis, Washington D.C., S. 23–26.)
<b>Chapter/Article in a Multi-volume Work</b>	Author(s)/Editor(s) of book – family name, first name (Year of publication): <i>Title of book</i> , If necessary edition, Volume, Publisher, Place of publication.  Author(s) – family name, first name (Year of publication): Title of article/chapter. In: Editor(s) – first name family name (ed./eds./Hg./Hgg.): <i>Title of volume</i> , Volume, Publisher, Place of publication, Page number(s).	Lönnroth & Delblanc 1999.  Hastrup & Löfgren 1992.	Lönnroth, Lars & Sven Delblanc (1999): <i>Den svenska litteraturen</i> , vol. 3, Bonniers, Stockholm.  Hastrup, Kirsten & Orvar Löfgren (1992): Lykkens økonomi. In: Kirsten Hastrup (ed.): <i>Den nordiske verden</i> , vol. 1, Gyldendal, København. (Hastrup, Kirsten & Orvar Löfgren (1992): Lykkens økonomi. In: Kirsten Hastrup (Hg.): <i>Den nordiske verden</i> , Bd. 1, Gyldendal, København.)

<p><b>Journal Article</b></p>	<p>Author(s) – family name, first name (Year of Publication): Title of article, <i>Name of journal</i> Number of Volume: Number of Issue, Page numbers.</p>	<p>Finney 2008. Gremaud 2010. Volquardsen 2010.</p>	<p>Finney, Patrick (2008): Hayden White, internal history and questions too seldom posed, <i>Rethinking History</i> 12:1, pp. 103–123. (In German: S. 103–123.)</p> <p>Gremaud, Ann-Sofie Nielsen (2010): The Vikings are coming! A modern Icelandic self-image in the light of the economic crisis, <i>NORDEUROPAforum</i> 20:1–2, pp. 87–106. (In German: S. 87–106.)</p> <p><b>In the following case, the journal does not number its volumes:</b></p> <p>Volquardsen, Ebbe (2010): Die Orange im Turban. Über die Funktionen von Orientrepräsentationen in der dänischen Literatur des 19. Jahrhunderts, <i>Tijdschrift voor Skandinavistiek</i> 2, pp. 99–126. (In German: S. 99–126.)</p>
-------------------------------	---	---	---

<b>Thesis</b>	Author of thesis – family name, first name (Year of preparation of thesis): <i>Title of thesis</i> , Award, Institution issuing degree, Location of institution.	Exelby 1997. Blikom 2008.	Exelby, Hubert (1997): <i>Aspects of gold and mineral liberation</i> , PhD thesis, University of Queensland, Brisbane.  Blikom, Tuva Otterlei (2008): <i>Å være mann er en fulltidsjobb. En studie av maskuliniteter i Gangster, Bitre Blomster og Etter Brylluppet</i> , MA thesis, Institutt for medier og kommunikasjon, Universitetet i Oslo, Oslo. (In German: Doktorarbeit, Masterarbeit, Magisterarbeit etc.)
---------------	---	------------------------------	---

<b>Newspaper Article (print)</b>	Author(s) – family name, first name (Year of publication): Title of article, <i>Title of newspaper</i> , day month, Page number(s).	Hall 1997.  Säker färd i EMU 2002.	Hall, Patrik (1997): Modern svensk flagg, <i>Dagens Nyheter</i> , 17 April, p. 5. (Hall, Patrik (1997): Modern svensk flagg, <i>Dagens Nyheter</i> , 17. April, S. 5.)  <b>If no author is named, insert alphabetically into the reference list:</b> Säker färd i EMU (2002), <i>Dagens Nyheter</i> , 13 March, p. 25. (Säker färd i EMU (2002), <i>Dagens Nyheter</i> , 13. März, S. 25.)
<b>Newspaper Article (web)</b>	Author(s) – family name, first name (Year of publication): Title of article, Title of newspaper, day month, Url (date of last access dd.mm.yyyy).	Kjær 2013.	Kjær, Jakob Sorgenfri (2013): Ingen kan klage på Frederiksberg, <i>Politiken</i> , 1 August, <a href="http://politiken.dk/indland/ECE2036417/ingen-kan-klage-paa-frederiksberg/">http://politiken.dk/indland/ECE2036417/ingen-kan-klage-paa-frederiksberg/</a> (20.08.2013).
<b>Webpage with Author / Organisational Author</b>	Author(s) – family name, first name (Year of publication or creation of page): Title of article, Title of page, url (date of last access dd.mm.yyyy).	Hansen 2013.	Hansen, Jan Maintz (2013): Dansk litteratur er blevet venstrefløjskritisk, <i>Indenomssnak. En lille blog om stort og småt. Politisk, filosofisk, æstetisk, kulturel analyse</i> , <a href="http://indenomssnak.blogspot.de/2013/08/dansk-litteratur-er-blevet.html">http://indenomssnak.blogspot.de/2013/08/dansk-litteratur-er-blevet.html</a> (20.08.2013).
<b>Webpage without Author</b>	Do not include in the list of references, but describe the page and name Url and date of last access in a footnote. Url (dd.mm.yyyy).	--	--

<p><b><i>Unpublished Sources</i></b></p>	<p>May vary (some examples to the right).</p>	<p>Meyer 2001. Bjarnason 2005. Prodi 2000.</p>	<p>Meyer, Hans-Horst (2001): Author's conversation with Hans-Horst Meyer, 27 September.</p> <p>Bjarnason, Björn (2005): Iceland and the European Integration, Speech at the Centre for European Policy Studies, Brussels, 31 May.</p> <p>Prodi, Romano (2000): Personal letter to the author by Romano Prodi. 27 April. <b>Use a similar style in German.</b></p>
--	---	--	---