General Instructions for Submitting a Post to the “Theory of History at Work” Blog

- If you are interested in submitting a contribution or ideas to the “Theory of History at Work” blog, please feel free to contact our editorial team at any time. Make sure that your contribution applies to one of the existing sections (see introduction to sections and corresponding questions). If you are unsure that your contribution will fit the blog profile, don’t hesitate to email our editorial team at: [gtw@uni-bielefeld.de].

- Please email your contribution as a .doc or .docx document to [gtw@uni-bielefeld.de]. The editorial team will take care of formatting it for the blog.

- Our blog not only feeds on contributions. It loves comments! These can be in German, English, French or Italian and will be posted under the relevant contributions. You simply add your name and email address. The comment will then be activated.

In general, posts should ...

- fit the content focus of the blog [https://gtw.hypotheses.org/abouttheblog],
- comply with the style sheet,
- be unpublished and not have been submitted for publication elsewhere (if otherwise, please contact the editorial team before submitting),
- cite all references, including those from your own publications,
- refer where possible to posts already published on the blog if they are relevant to your topic and cite them accordingly,
- be written monolingually in German, English, French or Italian or bilingually in English and one of the other three languages,
- include at least one image, preferably more. Image rights or licences must be clarified by the author and attributed accordingly. Blog contributions are published under the Creative Commons Licence: CC-BY-NC-SA 4.0, https://creativecommons.org/licenses/by-nc-sa/4.0/. Please remember to submit the corresponding caption, photo credits and any reference to the image rights,
- include a teaser for the homepage of two or three short sentences to arouse readers’ interest in your contribution or simply outline the topic – ideally with a cliffhanger.

Please note the following:

- Prior to publication, authors must obtain rights or licences for any material, images, etc. used in the post and credit them accordingly in the text.
- The editorial team is multilingual and considers gender sensitive language important.
- In order for your contribution to be published on the blog under your name, you will need to create a user account at hypotheses.org before publication. For this purpose, we will use the email address we have as your contact information. As soon as the user account has been set up, you will receive an email in English from noreply@openedition.org asking you to activate it. Once activated, you will be able to view your posts and comments via the following link: https://gtw.hypotheses.org/wp-login.php. If you already have a user account with Hypotheses, all we need is the email address you used to register with the Hypotheses blog portal. Then we can activate your account for the “Theory of History at Work” blog.

Blog Post Style Sheet for “Geschichtstheorie am Werk”

General layout instructions for blog posts:
**Document type:** .doc or .docx

**Length of posts:** The maximum post length is 5-6 pages (roughly 10,000 characters); we also welcome shorter, thesis-like posts of approx. one page.

**Subheadings:** Approximately every 3-4 paragraphs.

**Title/subtitle:** The title should state the topic of the text. If the title is abstract, please use a subtitle to specify the topic.

**Quotations in the text:** Use double quotation marks “...”

**Quotation within a quotation:** Use single quotation marks ‘...’

**Titles of works and publications:** In italics please when mentioned in the body text.

**Endnotes:** Please desist from the usual footnotes. Instead, write what should appear as a footnote in double parentheses (( )). Text passages in these double brackets will appear as endnotes in the final version of your contribution. Notes should begin with a capital letter and end with a full stop. In the case of a second or further citation of a publication already mentioned, please abbreviate these references to surname, short title of the text, page number or to ibid. if they occur in consecutive footnotes.

**Short biography:** Include a three-sentence short biography, contact information, and links to homepages at the end of your submission.

**Authors and editors:** Indicate up to three authors or editors (First name Last name A, First Name Last Name B and First Name Last Name C) and use the abbreviation ‘et al.’ if there are more than three authors or editors.

**Places of publication:** Indicate up to three places of publication, listing them with a slash, and use the abbreviation ‘et al.’ for more than three places of publication.

**Emphasis:** Italicize – no underlining or bold.

**Contact and short biography:** Always include an email address. If you wish, present your background and research interests in three sentences, give your contact details and the links to your personal web pages at the end of your contribution.

**Additional Notes on Citation Formats:**

**Monograph**

First name Last name, *Title. Subtitle.* Place: publisher, year.


**Anthology**

First name Last name (ed.), *Title. Subtitle.* Place: publisher, year.

First name Last name and First name Last name (eds), *Title. Subtitle.* Place: publisher, year.

Essay in an Anthology

First name Last name, “Title. Subtitle,” in Title. Subtitle, ed. First name Last name. Place: publisher, year, page range (without p. or pp.).


Article in a Journal

First name Last name, “Title. Subtitle,” Journal volume number (year), page range (without p. or pp.).


Exhibition Catalogue

Title of exhibition (exhibition venue), ed. First name Last name. Place: publisher, year.


Essay in an Exhibition Catalogue

First name Last name, “Title. Subtitle”, in Title of exhibition, (exhibition venue), ed. First name Last name. Place: publisher, year, page range (without p. or pp.).


Online publication

First name Last name, “Title. Subtitle,” name of the platform/blog (publication date), URL: http: ... (access date).


Translation

In the case of translation, please give the following information after the title:

Translated from English [or German, French, Italian, Spanish, or similar] by First name Last name: