

Guidelines for Manuscripts

1. Your **manuscript** should be sent as an email attachment in .doc oder .docx format.
2. Please give your **document** a keyword from the title as its name, so it can be easily identified.
3. Your contribution should not exceed **6000 words**, including footnotes and bibliography.
4. Please submit your manuscript in **New Times Roman, font size 12, justified, 1.5-spaced**.
5. The **title** of your paper should be in font size 14 and **bold**.
6. You should not use endnotes, but only **footnotes** (automatically inserted and sequentially numbered throughout the entire document, i.e., it should **not** be the case that footnotes start at 1 on every new page)
7. Please do **not** insert **page numbers** into your document.
8. **InterCultural Philosophy** publishes papers in English and German. Papers submitted in English will be published in English, not in translation.
9. **Author information** should only be contained in the submission email. Otherwise your manuscript should be anonymised and should not contain any indications of authorship, e.g., by reference to published work of yours.
10. Only your **submission email** should contain the following information:

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11. Your **manuscript** should contain the following:

Title of text (anonymous)

100-word abstract

6-10 keywords

Main body of text

Bibliography of texts used (alphabetically arranged by (first) author's or editor's surname, without further sub-divisions)

12. **Footnotes** should be used sparingly, i.e., the argument should be developed in the body of the text.

13. **Shorter quotations** (up to 3 lines) should be integrated in the running text and given in “quotation marks”.

Quotations within quotations should be in ‘inverted commas’.

Quotations of more than 3 lines should be given as block quotes, font 10, indented, justified, without quotation marks and separated from the body of the text by a line above and below.

Elisions should be indicated by 3 dots in square brackets [...].

Insertions should also be given in [square brackets].

14. Immediately following the text there should be an alphabetically arranged **bibliography** of texts referred to. In case of multiple works by the same author these should be arranged chronologically, starting with the oldest. In case of multiple works by the same author in the same year, the year should be followed by a, b, c. etc.

Please use the following **bibliography format**:

Monograph: N. Surname, *Title: Subtitle*. Tr. N. Surname. Place of publication: Publishers, year of publication.

Journal article: N. Surname: “Title” in *Name of journal*. Year of publication, vol. no., pp. xx-yy.

In-text references should be in the following format: (Chalmers 1996, pp. 46-8).

15. **Sub-headings** and **numbered sections** (I, II, III etc.) should be in bold, separated from the surrounding text by an extra space (before and after) and should be centred.

16. For emphasis, please use *italics* and not **bold**.

17. If you are using **unusual characters**, please indicate how they can be generated on a computer (except where available in the ‘symbols’ and ‘special characters’ menu of Word documents).

18. If you are using a **non-Latin script** that is not included in Word ‘symbols’, please provide the data file for it.

19. Titles of books should be in *italics* (not in quotation marks) in the body of the text. After the first citation of a work you may use abbreviations to refer to the text if you are citing it frequently. Such abbreviations must be explained in the footnote that contains the first reference to the text, e.g., Gilles Deleuze and Felix Guattari, *What is Philosophy?* London: Verso, 1994; hereafter WiP. For **references** to texts frequently cited, these abbreviations may be used in brackets, e.g., (WiP pp.12f.). However, in the body of the text please do not use abbreviations but the full titles of works if these are up to 4 words, e.g., *Critique of Pure Reason*, and a shortened title for those titles consisting of more than 3 words, e.g., *Ideas I for Ideas Pertaining to a Pure Phenomenology and to a Phenomenological Philosophy*, First Book.

20. **Bibliographical information in footnotes:**

Journal Articles: N. Surname, “Intercultural Philosophy: A Definition” in *Journal for Philosophy*, 2001, vol. 3, no. 6, pp. 7-27.

Edited Collections: N. Author, "Title" in N. Editor (ed.), *Name of Edited Collection*. Place of publication: Publishers, year of publication, pp. xx-yy.

Series: N. Author, "Title" in N. Editor (ed.), *Name of Edited Collection* (Series Title). Place of publication: Publishers, year of publication, pp. xx-yy.

Web pages: N. Author, "Title" in complete internet address, date retrieved:

For every subsequent mention of a printed text: Surname year, pp. xx-y, e.g., (Chalmers 1996, pp. 46-8).

In case of citation of several works of the same year by the same author: Surname year a, pp. xx-yy, e.g., Derrida 1967a, pp. 15-19.

Where appropriate, use: *ibid.*

In case of more than three authors or editors of a work, please only give the first author's or editor's name and surname in a footnote reference, followed by 'et al.', but in the bibliography, please give the names of all authors or editors.

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Book reviews should not exceed 1500 words. Reviewed books should have been published within the last five years. Please adopt the following format for your review:

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In all other matters please follow the above guidelines.

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