

GUIDELINES FOR

JOURNAL OF BYZANTINE STUDIES (JOeB) / JAHRBUCH DER ÖSTERREICHISCHEN BYZANTINISTIK

I. GENERAL

Contributions can be written in German, English, French or Italian.

Manuscripts must be submitted in completely printable condition, we only accept Word documents; if necessary, a pdf file can be added (with embedded fonts!).

The font to be used is Times New Roman. If another font is necessary, this font must be sent to the editor together with the manuscript (open type or true type font). If a document is submitted as pdf file too, all fonts must be embedded in the file.

We encourage authors to structure longer manuscript with subtitles (without numbering).

Longer quotations and translations (from approx. five lines) should be presented as a separate paragraph by indenting.

Italics are only used for Latin quotations (without quotation marks) and for words or parts of sentences that are to be particularly emphasized. Other quotations are only written with quotation marks (without italics). Do not use *italics* for Greek words.

Manual hyphenation must not be used.

Internet references must be given with the date of retrieval, according to the scheme: "Internet address (accessed: dd.mm.yyyy)"; please choose the shortest possible address, for books / articles only indicate the doi.

Use the abbreviations as indicated in the separate file *Abbreviations*.

Bold type and underlining should be avoided if possible.

Abbreviated double first names such as D. M. (Nicol) are always to be written with (barred!) spatium. If the double first names are connected by a single hyphen (-), this is retained according to the scheme: J.-C. (Cheynet).

Manuscripts that do not meet these requirements cannot be accepted.

II. REFERENCES

As a basic principle, the footnotes should cite each modern author's named in SMALL CAPS, every title of a series or a journal in *italics*. The titles of papers and books are printed in ordinary letters (not italics, no quotation marks!). Nor should the names of antique, Byzantine or mediaeval authors be highlighted.

Abbreviations for "page" (S., p.) or volume (Bd., vol. etc) are as a matter of principle not used, the only exception being cases where this is necessary for purposes of clarity and to avoid ambiguity.

Notes must automatically be numbered consecutively and printed out as footnotes (not endnotes).

Nota bene: At the beginning of an article, a footnote regarding the author's affiliation is always added to the author's name. This footnote is not to be counted with the others, but is to be counted as a separate asterisk footnote. Only the first text footnote is given the number 1. Scheme of this author footnote: "First name, last name: Scientific institution, institute, street, country code and city; email address" (John Doe, University xyz, Institute for xyz, Street 999, Y-City; john.doe@yvz).

Editors are indicated in standard font (not in small caps) and always after the title (e.g.: ..., ed. by J. Doe / ed. J. Doe / a cura di J. Doe).

Two or more editors are connected by a medium-length hyphen (= en dash) and space before and after: ed. by J. Doe – A. Eod.

Like the editors, several places of publication are connected by a medium-length hyphen (= en-dash) and space before and after: Graz – Vienna – Cologne. The places of publication are indicated either according to the imprint page (e.g.: Vienna, Bruxelles, Firenze) or in the language of the article (e.g. in English: Vienna, Brussels, Florence).

The page numbers must be specified in each case (we prefer: page number–page number), never as 142ff.”; quotations like "142f." are only accepted for page numbers and the following page.

The same author can be replaced in consecutive citations (in the same footnote) by: *idem* / *eadem* / *iidem* / *eaedem*.

Please note in particular:

A. Citation of independent publications:

The title of the work is followed by a full stop (not a comma), then the place and year, with no punctuation in between¹! Subtitles follow the main title with a dot². If appropriate, the title of the work is followed in brackets () by the series title (*italics*) and the volume³. The details of the edition are as a rule indicated by means of a number in superscript (² etc.). Notes in German contributions are indicated by Anm., in other languages by n.

In quotations of multi-volume works (without own additional titles of the volumes) the volume number in Latin letters is placed before the page number, without comma or abbreviation like vol. etc. (see the example of RUNCIMAN).

Examples

St. RUNCIMAN, Geschichte der Kreuzzüge. München 1957, I 130.

O. TREITINGER, Die oströmische Kaiser- und Reichsidee nach ihrer Gestaltung im höfischen Zeremoniell. Darmstadt ³1969, 46, Anm. 11.

D. M. NICOL, The Last Centuries of Byzantium, 1261–1453. New York 1961.

H. HUNGER, Reich der neuen Mitte. Der christliche Geist der byzantinischen Kultur. Graz – Wien – Köln 1965, 39.

J.-C. CHEYNET, Pouvoir et contestation à Byzance (963–1210) (*Byzantina Sorbonensia* 9). Paris 1990, 114.

P. CORSI, La spedizione italiana di Costante II (*Il mondo medievale. Sezione di storia bizantina e slava* 5). Bologna 1983.

B. Sources:

The edition of a source is quoted like a monograph. Source are quoted with volume/book (of the medieval work) and chapter in the following way: volume/book in Roman numerals, chapters in Arabic numerals added without a comma: *Historia ecclesiastica* V 1.

Further subdivisions, for example into subchapters or lines, with comma and space (without abbreviations for page or column like p, l. etc.): *Historia ecclesiastica* V 1, 5.

To each edition the respective page number and (if necessary) line number must be indicated for every late antique and medieval work. Quotations from the TLG must always be checked with the print edition.

¹ Scheme: title. place year.

² Scheme: title. subtitle. place year.

³ Scheme: title (*series title* number). place year.

Examples

The first citation must indicate the edition:

Agathias I 17, 1 (ed. R. KEYDELL, *Agathiae Myrinaei Historiarum libri quinque* [CFHB 2]. Berlin 1967, 31, 23–27).

If the work does not have an internal structure according to books and/or chapters, the quotation reads:

Niketas Choniates 312 (ed. J.-L. VAN DIETEN, *Nicetae Choniatae Historia* [CFHB 11]. Berlin 1975)

If the title of the edition is identical to the work title, the first can be omitted:

Chronicon Paschal 102, 10–12 (ed. L. DINDORF [CSHB 11]. Bonn 1832).

Follow-up quotations:

Agathias I 17, 1 (31, 23–27 KEYDELL)

Niketas Choniates 312 (VAN DIETEN)

C. Quotations from publications in journals:

The title of the paper is followed by a full stop (not a comma) and then the name of the journal (*italics*), then (without any punctuation!) the volume number, the year (in brackets) and page numbers (e.g. 142–146, never 142 ff.). For abbreviations, use only the list of abbreviations of JOEB (see the separate file). All other journals must be quoted with full title. Lexica and academic papers are to be treated like periodicals in this context.

Examples

M. POPOVIĆ, Zur Topographie des spätbyzantinischen Melnik. *JÖB* 58 (2008) 107–119.

P. BÁDENAS DE LA PEÑA, La literatura popular en Bizancio. Consideraciones metodológicas. *Erytheia* 25 (2004) 67–84.

D. Quotations from contributions in collective volumes, Festschriften, Congress reports:

In these cases, the word „in:“ is to be inserted between the title of the paper and the title of the collective work etc. (not in italics!). Editors of such volumes are indicated in ordinary letters after the title, e.g. hrsg. von A. Mustermann, ed. A. Mustermann, a cura di A. Mustermann.

Examples

F. DÖLGER, Zur mittelalterlichen Privaturkunde, in: *Byzantinische Diplomatie*. Ettal 1956, 338–345.

J. W. BARKER, Gennadios II Scholarios, in: *Encyclopedia of Greece and the Hellenic Tradition*, ed. G. Speake. London – Chicago 2000, I 650–652.

Gy. MORAVCSIK, Hungary and Byzantium in the Middle Ages, in: *The Cambridge Medieval History*, ed. J. M. Hussey – D. M. Nicol – G. Cowan. Cambridge 1966, IV 1, 566–592.

- V. KRAVARI, L'habitat rural en Macédoine occidentale (XIII^e–XV^e siècles), in: *Byzanz als Raum. Zu Methoden und Inhalten der historischen Geographie des östlichen Mittelmeerraumes*, hrsg. von K. Belke – F. Hild – J. Koder – P. Soustal (VTIB 7 = *Österreichische Akademie der Wissenschaften, phil.-hist. Kl., Denkschriften* 283). Wien 2000, 83–94.
- S. ORIGONE, Guerra e società nel Mar Nero: il confronto tra Genovesi e Veneziani, in: *Proceedings of the 22nd international Congress of Byzantine Studies Sofia 2011. Volume I: Plenary Papers*. Sofia 2011, 431–439.

E. Brief quotations:

If the title is referred to frequently, a short citation is sufficient:

CHEYNET, Pouvoir 152.

If a reference to the first quotation is necessary or reader-friendly (due to a long distance), use the following scheme

CHEYNET, Pouvoir (see n. x) 152.

Do not use the Harvard system (e.g. Meyer 1896, Dölger 1958b).

F. Bibliography at the end of the article

In addition to the full quotations in the footnotes, add a list of 1) the mentioned manuscripts, 2) the sources, 3) the secondary literature and – if relevant – 4) a list of figures at the end of the article (see below, IV).

List part I–III in alphabetical order

- 1) manuscript list: scheme: town, library, shelfmark, Dikyton number (according to PINAKES)
- 2) Primary sources: listed by the name of the ancient or medieval author or (anonymous) work titles; followed by: ed. ... (see above II B)
- 3) Secondary literature: quoted as in the footnotes, alphabetical order by family name (not first name)

III. TRANSLITERATION OF NON-ROMAN SCRIPT WORDS

In general, all quotations of ancient and medieval languages in non-Roman script must be translated except for Latin.

You find the guidelines (including Greek words) in the file “JOEB_Transliteration”

IV. FIGURES, IMAGES

If illustrations are to be printed with your contribution, we ask you to use colour illustrations only if absolutely necessary.

We point out that according to the contracts to be concluded with the Austrian Academy of Sciences Press you are responsible for obtaining the picture rights yourself and no costs will be covered by JÖB.

The following conditions apply to figures:

- We only accept digital images with a **minimum resolution of 300 dpi** (jpg or tif format).
- **Never** convert images of a smaller resolution up to 300 dpi.
- Please list all the figures and images at the end of your article after the list of primary and secondary sources together with a short caption (shorter than in the caption added to the figure itself) and the copyright data; for manuscripts always indicate the book data (library: town, name of library, shelfmark and Diktyon number [by PINAKES, <https://pinakes.irht.cnrs.fr/>]), f. (plural: ff.) or fol. 99^r, 99^v or 99r, 99v and the copyright owner ©. If an image is free of use (open access), indicate the CCBY license and the obligatory link. Do not use the Latin short title like Codex Vindobonensis x when you first quote the ms.

V. HYPHENATION, INDENTATION, SPACES

JÖB distinguishes between dashes and hyphens, a distinction that must be complied with by the authors:

- Dashes (– and —) are applied in the sense of “until” (**em dash**: –) and for the insertion of parentheses (**en dash**: —). Please note that the em dash is written **without spaces on either side**
- Hyphens (-) for double-barrelled names (Euangelatu-Notara) and compound words (Palaiologen-Ideologie; politico-scientific; non-Roman)

For *indentations*, **never** use spaces or tabs; the paragraph indentations are handled automatically by the style sheets.

For *quotation marks*, please use them **consistently**; do not switch into typographically (i.e. nationally) different forms at the beginning or end of a word or a quotation.