

Writing Guidelines for *Peripeti*

Articles should be submitted in Word format. One page in *Peripeti* consists of 3,000 characters and the usual length of an article is 12-13 pages. That amounts to 36,000 characters in total including spaces, bibliography and notes.

The text should include:

- A short title
- The author's name in italics
- The main text with section headings and footnotes
- Captions for illustrations

At the end of the article there should be:

- An abstract (3 - 4 lines in Danish and English)
- A writer's bio (2 - 3 lines) that includes important facts such as academic title, current position and significant earlier publications.
- A bibliography

Text

Please use *Times New Roman* size 12 throughout the entire article.

Please refrain from using indentations.

Do not use full stops or CAPITAL LETTERS in the title.

You may use bold and italicised text in the main body of your text.

Emphasis can be conveyed with italics, not with bold letters or citation marks.

The use of emphases should be limited to the *absolute* minimum.

Terms in a language other than English or unusual terms should be italicised.

We distinguish between hyphens (short) and em dashes (long). Hyphens (-) are used to join words whereas dashes (—) are used to denote breaks in sentences.

Use just one line change between sections.

Notes should be kept to a minimum and included as footnotes rather than endnotes.

Numbers from zero to nine are written with letters. From 10 and up, use numbers. Years should be written with numbers e.g. 1950s.

Referencing

The bibliography should be ordered alphabetically after the authors' last names. Please use Harvard Style citations (<http://libweb.anglia.ac.uk/referencing/>).

Books: Last name, First name, Year of publication. *Title*. Place of publication: Publisher.

Article in an Anthology: Last name, First name, Year of publication. Title. In: Names of editors (ed.). *Title of the Anthology*. Place of publication: Publisher.

Journal Article: Last name, First name. (Year of publication). Title. *Name of Journal*, no., year, p. xx.

Quotes

All quotes, unless they are in Danish, should be translated into English. Short quotes of three lines of less should be marked in the text with "double citation marks". Longer quotes of more than three lines are separated from the main text with an empty line above and below. Longer quotes do not require citation marks.

Quotes should not be marked by indentations.

Omissions to quotations should be marked by parentheses and three full stops (...).

Comments by the author or editors should always be placed in [square brackets].

Direct references to literature should be placed in parentheses within the main body of the text (Author, Year, p. xx) and not as footnotes.

The form (ibid., p. xx) can be used as an abbreviation if the author refers to the same text numerous times in a row.

The first time a person is mentioned, their title should be mentioned as well as their first and last names and possibly their year of birth/death in

parentheses.

Internet links should be used only when strictly necessary. Please remember to check if they work.

Images

Visual material can be included in the article, but the editorial group always has the last say in whether or not the images will be used.

It is important that you have secured the rights to use the images.

Make sure to have images of an appropriate quality and size — at least 300 dpi.

Please include captions for all images (Artist/photographer's name, Year, etc).