Information for Authors

Manuscripts should be submitted ready for press. Send the manuscript on a disk with clear indications of system and program (IBM or Macintosh; Word Perfect or Word) accompanied by three printed copies.

Articles should not exceed 10,000 words and should be arranged in the following order:
- title page including name, address, phone and e-mail number, affiliation and date of submission
- abstract of no more than 100 words
- text
- notes
- reference list (literature)
- information on the author: degree and affiliation, areas of interest and fieldwork, latest research and publications.

Articles should be in English (British or American style).
Illustrations are most welcome, although the editors reserve themselves the right to reject illustrations.

Writing instructions
- Spellings and punctuation write in British English or American English and be consistent.
- In quoted matter, follow the original.
- Quotation in the text no longer than four lines are marked differently:
  - in British style: with single quotation marks and for quotations within quotations use double quotation marks, in American style: with double quotation marks and for quotations within quotations use single quotation marks.
- Quotation longer than four lines should be indented and should not have quotation marks.
- References in the text are carried in parentheses (Tedlock 1985:75).
- Number notes consecutively throughout the article and list them at the end of the text, before the bibliography.
- Do not use foot- or endnotes generated by your word processor programme.
- Italics are indicated by underlining the word in the manuscript. The use of italics should be reduced to a strict minimum, e.g. in the case of foreign words, local designation, titles of books and journals.
- Literature is placed after notes and thus arranged:
  - Year <cite> Title. Subtitle. City: Publisher.
  - For articles that appear in a series, please indicate volume and number as follows:
    - Surname, First name. Year <cite> Title. Journal vol (no):pages.
  - For articles that appear in an edited volume, write as follows:
    - Surname, First name. Year <cite> Title. Subtitle. In Initials Surname & Initials Surname (eds) Title. City: Publisher, pp. x-xx.

Authors of articles receive no fee, but a copy of the journal and 20 reprints of the article. Additional reprints can be ordered at the price of production when such requests are made to the editors on return of first proof sheets.
Authors of reviews receive no fee, except for the review copy of the book under review.

When a submitted manuscript meets the guidelines given below, the editors reserve a period of two months for reviewing the article.

The editors of FOLK