JSO

Journal of of Social Ontology
Author Guidlines

GENERAL INFORMATION

Language: Contributions will be accepted for review in English. Texts should be written consistently in either British or American English. It is the responsibility of the author to make sure that contributions are grammatically correct and stylistically satisfying, also with respect to English language punctuation. We especially encourage non-native speakers to consult a professional proofreader.

Orthography: Original citations should be quoted using the orthography in the source.

Length – depending on the kind of contribution the maximum length (*including spaces; including footnotes, excluding abstract and bibliography*) is:
- **Articles:** 60,000 characters.
- **Book Symposia:** 20,000 to 30,000 characters. **Book reviews:** 7,500 characters.
- **Cumulative book reviews:** 12,000 characters.

Please indicate the **character count** in the cover letter.

Overlength is a reason for rejection. However, submissions will be considered if there is sufficient reason provided for the necessity of the overlength.

Special characters (e.g. Greek letters, mathematical symbols): these must be in a Unicode font.

Readability: Manuscripts should be checked with regard to readability – grammar, orthography, text formatting, consecutive page numbers etc. – before submission.

General formatting, e.g. typeface (with the exception of special characters – see above), font size, page formatting etc.: these are not relevant. The default values can be left unchanged. For headings, please use standard Microsoft Word print formats without additional modifications. The hyphenation function should be turned off, and no manual hyphenation should be performed. To assure a uniform print image, left-justified text alignment is recommended.

If you are unfamiliar with print formatting, please leave the entire text, including headings, in standard Word settings and enter blank lines before and after each heading for better visibility.

Emphasis in the text:

- **Italics**: should be used sparingly for special terms and the author's own emphasis.
- **Other forms of emphasis** (bold, underlined, single quotation marks, etc.) should be avoided and only used when necessary from a scholarly perspective.

Abbreviations and acronyms:

- If possible, use only commonly understood abbreviations (for example: i.e., EU, etc.)
- Should specialized abbreviations be unavoidable, a glossary should be provided.

Quotation marks: Citations should be placed in double quotation marks. "" Citations within citations should be set off by single quotes. ' ' For documents in British English, the reversed sequence (double- single-double) may be applied.

Longer citations (3 lines or more) should be set as block text and separated from the previous and following paragraphs by a blank line. The block quote should be indented, and should *not* be enclosed by quotation marks.

Omissions: Omissions within citations should be denoted by three dots put in angular brackets [...]. The brackets should be separated from the following and the preceding words by a regular word space.

Contractions (e.g. can't, don't, doesn't, I'm) should be avoided.

Lists should be formatted using the list function in Word. The list element (Arabic numeral or bullet) should be selected using this function. There should be an extra blank line before and after the list text.

Footnotes and Endnotes: There should be *no endnotes, only footnotes*.

TABLES AND FIGURES

Figures and tables must be numbered consecutively with Arabic numerals. Tables should be created exclusively with the internal table editor of the word processor.

Instead of the figures, a placeholder and a figure legend should be inserted precisely at the point in the manuscript where the figures are finally going to be located. The placeholder and the figure legend should follow the same format throughout the text:

Insert [Figure 1, 2, 3, etc.] here
Fig. 1: Figure legend/caption
Source
Additional information, if applicable

You should submit each figure as a separate file and, in addition, provide a print copy on a separate page, along with information on the desired insertion point in the manuscript. Please submit only

one figure per page. For figures, a minimum resolution of 600 dpi is required at the desired image size, and for line drawings, the minimum is 900 dpi.

REFERENCES

- The journal adopts the Chicago 17th edition Author-Date style for citation. Some examples are given below. For further details please consult: www.chicagomanualofstyle.org
- Make sure that the list of references reflects the diversity in the field, paying attention to under-represented groups.
- References and citations should be included in the main text (not moved to footnotes), and the reference index placed in parentheses (Müller 1980b, 931–932). In case of identical last names, please also indicate the author's first name or initial (H. Müller 1999, 931–932). The complete bibliographic reference should be listed in the bibliography.
- Please provide exact page numbers, e.g. „124-146" instead of „124ff."
- Substitutive citation forms, such as "ibid.", "op. cit.," etc. should be avoided. Instead, the full reference should be repeated every time.

BIBLIOGRAPHY

Please provide a DOI wherever possible. Please organize the bibliography alphabetically by author's name, first name/2nd author, if any, followed by "(year)". For multiple citations of the same author, the entries should be ordered by the year of publication. In case of several authors with the same last name, the entries should be sorted by last name, first name, and year of publication. For works by a single author appearing in the same year, you should append the identifier a, b, c...:

Müller, Anton (1979)
Müller, Anton (1980a)
Müller, Anton (1980b)
Müller, August, and Friedrich Mair (2007)

Some examples will be given below. In case of doubt, please consult chicagomanualofstyle.org.

Stand-alone Publications

Monographs

Name, First name. Year of publication. *Title.* City[: Publisher].

Ackermann-Arlt, Beate. 1990. *Das Pferd und seine epische Funktion im mittelhochdeutschen "Prosa-Lancelot".* Berlin, New York: De Gruyter.

Edited Works

Name, First name, ed./eds. Year of publication. *Title.* City[: Publisher].

Palmquist, Stephen R., ed. 2010. *Cultivating Personhood.* Berlin, New York: De Gruyter.

Databases

Title of the database. Year of publication. Edited by Editor. City[: Publisher]. DOI.

Nietzsche Online (NO). 2011. Edited by De Gruyter. Berlin, Boston: De Gruyter. https://doi.org/10.1515/123.456.789.

Writings in collected editions

Name, First name. Year. *Work/article title*. Edited by First name Name. Vol. Volume number. *Volume title.* City[: Publisher], Year of publication of edition[, pages].

Kant, Immanuel. (1781) 1968. *Kritik der reinen Vernunft. First edition from 1781.* Unaltered photocopy reprint of the text from the publication series of Kant's complete works. Edited by Preussische Akademie der Wissenschaften. Vol 4. *Kants Werke.* Berlin, New York: De Gruyter, 1902-1938. 1–252.

Works without an author or editor

Title. Year. City: Publisher.

Repertorium Danicum Regni Danici Mediævalis. 1894–1939. Copenhagen.

Articles

In edited volumes

Name, First name. Year of publication. "Title". In *Title of the edited volume.* Edited by Names of editors, pages. City[: Publisher].

Draper, Joan E. 1987. "Paris by the Lake: Sources of Burnham's Plan of Chicago." In *Chicago Architecture, 1872–1922: Birth of a Metropolis,* edited by John Zukowsky, 107–19. Munich: Prestel-Verlag in association with the Art Institute of Chicago.

In Periodicals

Name, First name (Year of publication): "Title", *Name of Journal* Volume. (Issue number), pages.

Caiozzo, Anna (2000): „Les talismans des planètes dans les cosmographies en persan d'époque médiévale", *Der Islam* 77(2), 221–262.

Internet

Documents without a DOI

Name, First name. Year of publication or "n.d." if no date is available. "Title". [Additional information, e.g. name of the journal, of the blog, etc.] Accessed Date of retrieval. Internet address.

Ghosh, Amitav. 2003. "The Anglophone Empire". Accessed 31 March 2003. http://www.newyorker.com/fact/content/?030407fa_fact2.

Document from a database with a DOI

Name, First name. Year of publication. "Title". *Name of the database*. year of publication. City[: Publisher]. Accessed Date of retrieval. DOI.

Abel, Günter. 2001. "Bewußtsein - Sprache - Natur: Nietzsches Philosophie des Geistes". In *Nietzsche Online* (NO). 2001. Berlin, Boston: De Gruyter. Accessed 12.11.2019. https://doi.org/10.12345/123.456.789.

Unpublished congress papers

Name, First name. "Title". Type of presentation, Title of the conference, Organizer, City, Date).

Müller, Enrico. "Eulogia und die Formen des Unbewussten: Euripides – Sokrates – Nietzsche". Paper presented at Nietzsche und das Unbewusste, Nietzsche-Gesellschaft e.V. and Friedrich Nietzsche Stiftung, Nietzsche Dokumentationszentrum Naumburg, Naumburg, 31. March 2011.

GLOSSARY OF ABBREVIATIONS

If appropriate, please provide an alphabetic glossary of abbreviations.