1. **Modalities of Submission**

* All submitted articles undergo a double peer review process
* Articles and reviews are submitted as a word file through the respective section leaders. They do a first review of the article and then either send it back to the author with annotations or forward it to the editors. The latter send an anonymized version of the article to a second reviewer
* Please attach to your submission a separate sheet giving your name, title, office address, phone number, fax and e-mail address when sending your article to the section leader/editor.

**Abstracts**

* Abstracts in German, English and French have to proceed the text; length: max. 15 lines respectively

**Formalities**

* Font: Times New Roman, full justification; font size: 12 pt.; line spacing: 1,5
* Bibliography: Format: 10 pt.; single-spaced; hanging indent
* Length of an article: 40-50,000 characters (including spaces); length of a contribution to the forum: max. 30,000 characters (including spaces)
* References to the location of figures, illustrations, tables and maps should be indicated in the printout; figures and maps (in print quality) need to be submitted as separate files and are numbered consecutively in the text using Arabic numerals

1. **Format**

* **References** always follow the quotation directly
* **Quotations within quotations** (e.g. direct speech) are indicated by single quotation marks
* **Accentuations**: words and expressions with intended emphasis appear in italics
* **Atypical expressions** are indicated by single quotation marks conforming with the language of the article
* **Foreign-language terms** appear in italics unless they are not perceived as such in the respective language
* **Footnotes** follow punctuation marks
* **Distinct quotations** (exceeding three lines of text) are indented; they appear in single line spacing and without quotation marks
* **Omissions** within quotations are indicated by “[…]”
* **Errors** in the original source are reproduced true to the original and signaled with [sic]

**Examples for format:**

Two books of the same author: … (Hoerder 2000, 2005).

Two authors mentioned in the same source: … (Kolboom 2006; Schafroth 2000).

With page indication: … Hoerder (2000, 111-136), Mathis/Mertz-Baumgartner (1995, 13-15).

… although they are a minority on a national level.“55

… Nunavut, „our country“.

… the different premises of the terms ͵nation‘ and ͵peoples‘.

1. **Bibliography**

**Examples for bibliography:**

Rosenthal, Caroline, 2011, *New York and Toronto Novels after Postmodernism: Explorations of the Urban*, Rochester, New York: Camden House.

Bauder-Begereow, Irina/Stefanie Schäfer (eds.), 2011, Learning 9/11: Teaching for Key Competences in Literary and Cultural Studies, Heidelberg: Winter.

Castricano, Jodey, 2006, „Learning to talk with ghosts: Canadian Gothic and the poetics of haunting in Eden Robinson’s Monkey Beach“, *University of Toronto Quarterly*, 75.2, 801-813.

Gervais, Marie-Marthe, 1993, „Gender and Language in French“, in: Carol Saunders (ed.), *French Today: Language in its Social Context*, Cambridge University Press, 121-183.

Rosenthal, Caroline, 1999, “‘Alice Hoyle: 1,000 interlocking pieces’: Processes of Identity (De)construction in Audrey Thomas’s Intertidal Life”, Zeitschrift für Kanada-Studien 35.1, 186-195.

**Internet sources:** when citing electronic journals, the source is given after the name of the journal; when citing texts from the homepage of an organization or institution, the internet address is given after the title; the exact date of access must be mentioned.

Mavor, Liz, 2004, Interview with Richard Van Camp, in: Richard van Camp, www.richardvancamp.org/LMavor.html (accessed 21 January 2012).

Picard, Jean-Claude, 2003, „La loi 101 a 25 ans“, in: *L’Actualité*, 28.17, 1. November, ww.vigile.net/ds-langue/-23k/4 (accessed 10 January 2012).

1. **Reviews**

* Length: 5-6,000 characters including spaces
* Reviews should not contain footnotes
* The total number of pages, ISBN-number and the original price of the reviewed book are given in consistent order in the heading section of the review

**Example for a heading section of a review:**

Julia Pfahl, *Zwischen den Kulturen – zwischen den Künsten. Media-hybride Theaterinszenierungen in Québec*, Bielefeld: transcript, 2008 (387 S., ISBN 978-3-89942-909-1; kt., xxxx)

**Responsible:**

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