

Style Sheet for the Preparation of Typescripts for »Francia«

As an international scientific publisher we publish our books in several languages. We use the typographical rules used in Germany regardless of the language of the manuscript.

Scope/Summary

The article should contain no more than 80 000 characters (including spaces). Please include a résumé of 1500 characters (including spaces).

Accents

Accents are used on French capital letters where appropriate: **e. g.** »À Paris«, »Moyen Âge«, »Étrennes«, etc.

Footnote Markers

Footnote markers are placed before the punctuation mark.

Dashes and Hyphens

Dashes are longer than hyphens. Dashes are set – like this – in the text, and are used to indicate extents between numbers and dates, **e. g.:** p. 174–178 or 1945–1948.

Hyphens are used only in composite words and hyphenated names, **e. g.:** »Reichs-Landbund«, Elsass-Lothringen, Franche-Comté.

Double Quotation Marks » «

The following quotation marks are used: »word«. As well as indicating quotations, double quotation marks are used in the text around the titles of essays, monographs, newspapers, and journals.

Single Quotation Marks: › ‹

›Single quotation marks‹ are used for quotations within quotations.

Quotations

The quotations of primary sources in the original language are written in *italics*. Translations of primary sources and secondary sources of the quotations are enclosed in »double quotation marks«.

Italics

Individual foreign terms are set in italics, **e. g.:** *détente*, *génération du feu*

N. B. Institutions and names of political parties are set in roman, **e. g.:** Archives nationales, Chambre du commerce et de l'industrie

2. Footnotes

General

Footnotes begin with a capital letter and end with a full stop. If a footnote contains several references, separate these with semicolons. Use SMALL CAPS for the author's surname. den gelb gekennzeichneten Satz ersetzen durch:

In citing one or more consecutive pages, specify the precise pages (e. g. p. 22–24, 122–124) rather than using the abbreviation »ff«.

The abbreviation for »folio 4 recto« is »fol. 4r« and »fol. 4v« for »folio 4 verso«.

Bibliographical References

- **Monographs:**
e. g.: Michael BORGOLTE, Europa entdeckt seine Vielfalt 1050–1250, vol. 1, Stuttgart 2002 (Handbuch der Geschichte Europas, 3), p. 17–24.
- **Collections of essays:**
e. g.: Hans MOMMSEN (ed.), Der Erste Weltkrieg und die europäische Nachkriegsordnung. Sozialer Wandel und Formveränderungen der Politik, vol. 2, Cologne 2000 (Industrielle Welt, 60), p. 19–20, 23–31.
- **Articles in journals:**
e. g.: Gérard MILLER, Ein Deutscher in Paris. Reise ohne Ende, in: Exilforschung 7 (2001), p. 55–87.
- **Essays in collections of essays:**
e. g.: Françoise GASPARRI, Le renouveau de Rome, in: Agnès BOS, Xavier DECTOR (ed.), L'architecture gothique au service de la liturgie, Turnhout 2003 (Rencontres médiévales européennes, 3), p. 43–46.

Second and subsequent mentions

Second and subsequent mentions of references are cited as follows:

- **Monographs:**
e. g.: BORGOLTE, Europa entdeckt seine Vielfalt (as in n. 3), p. 25–26, 30–35.
- **Collections of essays:**
e. g.: MOMMSEN (ed.), Erster Weltkrieg (as in n. 3).
- **Essays**
e. g.: MAYER, Universität im Wandel (as in n. 3), p. 12–15.

»Ibid.« or »ibid., p. xy« is used to refer to the immediately preceding reference if it is identical.

If two works by the same author are mentioned in succession, please write »ID/ID. or EAD/EAD., Title etc.«.

3. Images

The images shall be free of any rights of third parties. The German Historical Institute in Paris shall not pay royalties for images. Please send digital pictures only. Referred to the final size of the print, the resolution of half-tone images should be at least 300 dpi, the resolution of line images at least 1200 dpi.

4. Author Agreement

Prior to publication we will ask you to sign an author agreement. Please acknowledge its content.