

Editorial: Leonie Weigner

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- o Maximum of four outline levels:
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 - o For subchapters: at least two subchapters

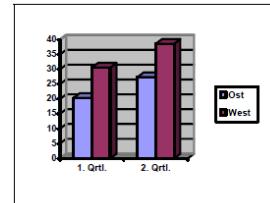


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- **Figures and tables:**

- o Please title, frame and number figures and tables in the text as shown here:
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- o „Harvard“ Citation style: Short citation in the text (up to 60 characters) without the use of "cf.", "ibid." or similar.
 - Ex: (Schulz-Nieswandt 2007 f.); (Kurscheid 2007, S. 39 ff.).
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- o Laws and regulations
 - Article or paragraph, abbreviation of the law v. date of decision, place of publication in the Journal of Laws or Ordinances, last amended by law v. date of decision, place of publication in the Journal of Laws or Ordinances.
 - Ex: §1 RegG v. 27th December 1993 (BGBl. I, S. 2378), last amended by Act at 26th June 2002 (BGBl. I, S. 2264)
- o Court decisions
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 - Ex: BGH, 3rd June 1998, NJW 1998, 3114 BVerfG, 12th October 1993, BVerfGE 89, 155, 209 f. EuGH, 14th May 1974, Slg. 1974, 491 Rdn. 13, NJW 1975, 518
- o Comments
 - Commentary editor, edition, paragraph, annotations.
 - Ex: Palandt-Heinrichs, 57. Ed., § 127 BGB, Ann. 3 Zöller-Vollkommer, 20. Ed., § 33 ZPO, Ed. 25 Preisendanz, § 242, Ann. V. 6

- Internet sources
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 - Ex: Universität Köln 2007, p. 4
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 - Collective work contributions
 - Last name, first name (year), title of contribution, in: Sammelwerk, ed. by first name Last name, place, pp. XX-XX.
 - Ex: Püttner, Günter (2000), Rechtliche Vorgaben für kommunale Unternehmen: Bremse oder Wettbewerbsvorteil?, in: Kommunale Wirtschaft im Wandel - Chancen und Risiken, ed. by Peter Eichhorn, Christoph Reichard and Gunnar Schuppert, Baden-Baden, pp. 27-39.
 - Journal articles
 - Surname, first name (year), title of the article, in: Journal, XXth vol. XX, issue XX, pp. XX-XX (or vol. XX, no. XX, pp. XX-XX).

- Ex: Bräunig, Dietmar und Peter Eichhorn (1995), Konzeption und Kriterien der überörtlichen Prüfung kommunaler Körperschaften in Hessen, in: Die Wirtschaftsprüfung, 48th vol., no. 1, p. 7-13 an no. 2, p. 42-50.
- Contributions to supplements or special issues of journals
 - Last name, first name (year), title of article, in: title of supplement, edited by, supplement no. the journal name, pp. XX-XX.
 - Ex: Eichhorn, Peter und Ernst-Jürgen Schröder, Der Förderauftrag von Sparkassen angesichts globaler Wirtschaftsentwicklung, in: Öffentliche Banken, ed. by Peter Eichhorn und Günter Püttner, Beiheft 27 der Zeitschrift für öffentliche und gemeinwirtschaftliche Unternehmen, p. 20-40.
- Newspaper article
 - Last name, first name of the author (year), title of the article, in: title of the newspaper, number of the issue (or date), p.X.
 - Ex: Eichhorn, Peter (2001), Öffentliche Betriebswirtschaftslehre, Public und Nonprofit Management zur wirtschaftlichen Erfüllung öffentlicher Aufgaben, in: FAZ, no. 94, p. 33.
- Internet sources (esp. HTML and PDF documents)
 - Last name, first name or name of the organization (year), title of the essay, URL (access: date).
 - Ex: Universität Mannheim (1998), Chair of Public & Nonprofit Management, Scientific approach to seminar and diploma theses, <http://www.bwl.unimanheim.de/> Eichhorn /diplompruefung.htm (accessed: 19.10.2007).
 - Laws
 - Legal standards are not included in the bibliography. "BGB" is not a source in this sense, "Palandt, Kommentar zum BGB" on the other hand is.