

Information sheet for the Leviathan

Dear Authors,

To ensure consistency in the layout of the Leviathan, we would also ask for your cooperation regarding formatting.

Format

Please submit your manuscript to us electronically (leviathan@nomos-journals.de) as an unformatted Word file. To ensure anonymity, please be sure to include a second, **anonymised version** of your manuscript. This should not contain any author details, and identifying references and notes should be avoided in the text.

The article must not have been previously published, nor should it be submitted to multiple journals simultaneously.

The length of a manuscript in the category “Paper” is 60,000 characters (including spaces). In the sections “Positions, Concepts, Debates,” “Essay,” and “Commentary,” manuscripts should be shorter (approximately 20,000–40,000 characters, or as agreed upon with the editorial team).

Leviathan accepts manuscripts in German. They must be written in accordance with the latest spelling rules and the recommendations of the Duden editorial team. In exceptional cases, manuscripts may be submitted in English following consultation with the editorial team; in case of a positive review they have to be translated into German. Manuscripts written in English should follow the rules and recommendations of the Oxford English Dictionary.

Emphasis in the text should be used sparingly and set *in italics*.

Please ensure that longer quotations are always translated into German; individual non-German terms should be set *in italics*.

Structure for articles:

- Name(s)
- Title, possibly subtitle
- Text corpus
- Bibliography
- Abstract/Summary (in German and English)
- Keywords (approx. 5 relating to the field (e.g. urban sociology), topic of debate (e.g. ‘internal logic’), distinctive features, theses) (in German and English)
- English title
- Author details: title, first name, surname, institutional address and email address.

Abstracts/summaries should be no longer than 400 characters each and should not contain more than the problem statement, thesis, method and results.

Bibliography and references:

We assume that our readers are familiar with the relevant literature and ask that bibliographical details be kept as brief as possible.

1. Bibliographical references in **footnotes**: author's name, year of publication and page number. Example ¹

2. Please compile the references from the footnotes into a bibliography at the end. References that are too incidental to be included in the bibliography should be given in full in the footnote.

3. Template for the bibliography:

- Entries from books:

Surname, first name, middle name (abbreviated), year of publication. *Title (in italics with subtitle)*. Place: Publisher.

Example:

Elias, Norbert 1939. *Der Prozess der Zivilisation*. Basel: Haus zum Falken.

- Articles from journals:

Surname, first name; surname, first name Year. „Title“ (in quotation marks), in *Journal title* (in full and in italics) Volume (issue number), S. 12–43. DOI where applicable (no full stop after the DOI)

Example:

Allmendinger, Jutta; Boden, Michelle 2023. „Der Weg zu einer zukunftsfähigen Familienpolitik“, in *Wirtschaftsdienst – Zeitschrift für Wirtschaftspolitik* 103 (9), S. 595–599. DOI: 10.2478/wd-2023-0168

- Articles from edited volumes:

Surname, First name; Surname, First name Year. „Title“ (in quotation marks), in *Title of the anthology (italics)*, hrsg. v. Surname, First name; Surname, First name, S. 12–43. Place: Publisher.

Example:

Ladwig, Désirée H.; Domsch, Michel 2006. „Doppelkarrierepaare (Dual career couples) – eine Herausforderung für die Wirtschaft“, in *Flankierende Personalentwicklung durch Mentoring II. Neue Rekrutierungswege*, hrsg. v. Peters, Sibylle; Genge, Franziska; Willenius, Yvonne, S. 160–171. Munich: Rainer Hampp.

- Article from the internet:

Surname, First name, Year, *Title*, Address (accessed on DD.MM.YYYY). Web addresses should not include a link

Example:

Streeck, Wolfgang 2012. *Ein neuer Gesellschaftsvertrag für Europa?*
<http://www.lettre.de/lettre-forum> (accessed on 16 January 2012).

Full stop at the end of each publication entry (except after a DOI).

¹ Meier/Müller/Schultze 2023, S. 7; Müller 2008, S. 1.

Further details:

- For classic works, please state the **date of the first edition in []** following the publication date of the edition cited.
Example:
Elias, Norbert 2000 [1939]. *Der Prozess der Zivilisation*. Frankfurt am Main: Suhrkamp.
- In the case of multiple publications in the same year: Müller 1993a, b
- For subsequent editions: *Title of the book*. **2nd edition**. Place: Publisher.
- Where there are two or more authors or editors in the bibliography, always separate them with **a semicolon** and always list **the surname before the first name**: e.g. Müller, Norbert; Meier, Jürgen.
- In footnotes, **for up to three** authors: Meier/Müller/Schulze 2010. For **more than three** authors, always use 'et al.'. For example: Müller et al. 2008
- For citations in footnotes: Elias 1939, S. 32; where the same passage is cited more than once, use 'ebd.'; for the same source: '**ebd., p. ...**'
- For mere references to the literature without a quotation in footnotes: **Vgl.** Elias 1939 or: **Vgl.** Elias 2000 [1939].
- Always use quotation marks „in this format“
- Use single quotation marks only for 'quotations within a quotation'.
- **No** spaces before or after a slash (/).
- Please always place closing brackets and quotation marks before the punctuation mark.

Peer review

All articles published in Leviathan undergo a peer review process based on the principle of double-blind anonymity.

Manuscripts are reviewed both by the journal's editors and by external reviewers. As a rule, two reviews are obtained for each manuscript; in the event of disagreement, a third review is sought. The reviewers' recommendations are addressed to the editorial team; the authors receive extracts from the reviews, including the reasons for the decision and guidance on any necessary revisions.

Next steps in the process

Following editorial processing, you will receive the manuscript back for review and authorisation. This is followed by a preliminary proofreading, after which the manuscript is sent to the typesetting department to produce the galley proofs. These will be sent to you immediately for review. Please respond as quickly as possible and remember to leave a message if you are away during the relevant period.

We will also proofread the text once more, compile it with your corrections, and send it back to the publisher. The changes will then be incorporated by the typesetting department. Following a further review by the editorial team and the publisher, the issue will then be sent to press.

The **copyright** in your contribution is governed by the relevant legal provisions and the Open Access licence assigned to the contribution.

Should any further questions arise whilst your manuscript is being processed, please do not hesitate to contact us.

Kind regards,
Eva Deitert

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