Editorial guidelines

**1. Structure of the text**

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**Title of the article (Times New Roman 14 pt.)**

Please include an abstract (max. 8-10 lines) in English. The abstract should include the aims, objectives, main theses and conclusions of the article.

Additionally, please provide keywords (4-6 keywords) in English.

**Article text**: 12pt (Times New Roman), spacing 1.5 (main text) or 1 (footnotes); no additional formatting, no divisions, no indentations.

**Quotations:**

Short quotations (up to 3 lines) should be highlighted with double quotation marks (“...“).

Longer quotations that form a syntactic unity should be highlighted in the following way: indent, smaller font (10pt), and no quotation marks.

**Quotation marks:**

Citations in running texts are marked with double quotation marks (“...“). Citations within citations, definitions, main concepts and translated equivalents of individual words should be marked with single quotation marks (‘...‘). Numbers relating to footnotes should appear after the quotation marks.

**Bibliographic indications** should appear in the text in short forms:

Single author’s monograph

Pappert (2000: 14) or (Pappert 2001: 136)

A multi-author monograph or article

(Antos, Opiłowski 2016: 56)

Several authors

(Kalwa 2015; Spitzmüller, Warnke 2016: 18; Schiewe 2011, 2017).

**2. Bibliography**

At the end of each article, a list of references is provided in an alphabetical order, as in the following examples. The bibliography should be alphabetized by author/editor last name and multiple works by one author should be organized chronologically. If more than one work by the same author has the same date, add ‘a’ and ‘b’ after the dates.

Monographs

Heinemann Margot, Heinemann Wolfgang (2002): Grundlagen der Textlinguistik. Interaktion - Text - Diskurs. Tübingen.

Multiauthor monographs

Rocco Goranka, Schafroth Elmar (eds..) (2019): Vergleichende Diskurslinguistik. Methoden und Forschungspraxis. In Zusammenarbeit mit Juliane Niedner. Berlin.

A chapter in multiauthor monograph

Mazur Jan (2000): Textlinguistik im slawischen Sprachraum. In: Brinker Klaus, Antos Gerd, Heinemann Wolfgang, Sager Sven F. (eds.): *Text- und Gesprächslinguistik. Ein internationales Handbuch zeitgenössischer Forschung.* Berlin, New York, 153-163.

An article in a journal

Girnth Heiko (1996): Texte im politischen Diskurs. Ein Vorschlag zur diskursorientierten Beschreibung von Textsorten. *Muttersprache* 106, 66-80.

Dictionaries

Großes Wörterbuch der deutschen Aussprache. Leipzig 1982.

Website resources: author: title: address (date).

Adler, Olivia (2002): Café Nirvana: http://www.cafe-nirvana.com/ (11.2.2021).