

## Guidelines for authors

Before submitting your paper, please use the following checklist and guidelines for authors of the scientific journal *Der Donauraum* including the **general requirements for submissions, formatting criteria, and the required reference style.**

### Your submission must include

**Abstract:** Submissions must contain an unstructured abstract in English of not more than 1200 characters (spaces included)

**Short biography:** Please list your full name with academic title, institute you are currently affiliated to plus some short biographical note (**not more than 500 characters**). Authors' affiliations are the affiliations where the research was conducted.

**Funding details:** Please supply all details required by your funding and grant-awarding bodies as a footnote at the beginning of your manuscript. e.g.: "This work was supported by the [Funding Agency] under Grant [number xxxx]."

### Formatting

Please keep the formatting of your manuscript as plain as possible and only take note of the following:

**Submit your manuscript in electronic form:** Microsoft Word

**Submit a coherent text** – not a transcript of a presentation you gave; minimum length: 10 pages (approximately 20.000 characters including spaces), maximum length: 40.000 characters; please include a cover page (title of paper, author's information, abstract, contact details)

**Structure:** 1<sup>st</sup> headline: bold, 2<sup>nd</sup> level: bold italics, 3<sup>rd</sup> level: plain italics

**Figures/Tables:** Please provide high quality pictures (300 dpi) as separate files, preferred format for figures is JPEG. Tables and graphs should be provided as separate PDF files, fonts embedded. Please note that the publishing house does not accept Microsoft Word or Excel file types. Please also note that the ideal width for figures in landscape format is 18 cm. For figures in upright format it is 12 cm. Please provide figures with **complete copyright information**. Files without this information will not be printed. Captions should be included in the paper.

## Reference Style

**Reference Style:** In order to guarantee consistent citations, please only use **American Psychological Association (APA) (In-Text Citation)**. It is essential to keep consistency in your reference style. Footnotes are only allowed for necessary additional comments to the text.

Every submission must provide an alphabetically ordered **bibliography** at the end of the manuscript. References must include author name(s), journal or book title, article or chapter title, year of publication, Volume, and issue (where appropriate) and page numbers. Detailed information and **tutorials on APA 7<sup>th</sup> Manual of Style** can be found here: <https://www.mendeley.com/guides/apa-citation-guide/>

If you use sources that are not specified in the Manual (e. g. Archival material), please cite them under a uniform procedure. If you use **references in a foreign language** (German and English excluded), please provide translations in square brackets.

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**For questions and submissions, please contact**

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