

The word limit for articles submitted for publication in JRFM generally is 5000 to 6000 words, for media reviews 1500 words, including notes and bibliography. Please carefully proofread and format your article before submission following the guidelines set out here.

SPELLING

You may use either British or American English, but be consistent.

MAINTEXT

The text is single-spaced and uses a 12-point font. Do not indent the text (unless for extended quotes) and do not add spaces before or after paragraphs unless you begin a new section.

Please employ *italics* for emphasis (no underlining), for foreign words, and for titles of books or paintings in the main text. Only films and TV Series are quoted in small capitals (see below).

All illustrations, figures, and tables are placed within the text at the appropriate place, rather than at the end.

TITLES AND HEADINGS

Please use a main title and a subtitle expressing the topic and significance of your article.

Article title: 16-point font, bold

Subtitle: 14-point font, bold

Section headings: 12-point font, bold

Sub-section headings: 12-point font, italics

Please do not use numbers in headings.

Please do not add footnotes to titles. For acknowledgements, add an asterisk (*) not a footnote.

QUOTATION MARKS AND PUNCTUATION

Please use double quotation marks for quotes "...", single quotation marks for quotes within quotes '...'.

Double quotation marks are also used as scare quotes or for concepts e.g.: According to Taylor the "imaginary" refers to .../ In gender theory "sex" and "gender" are defined as ...

Periods, commas, semi-colons or colons are placed outside of quotation marks, except when they belong to the quotation.

EXTENDED QUOTATIONS

For quotations longer than 5 lines of your manuscript, please indent the left margin by 1.0 cm and use 12 point font. Do not use quotation marks, the indentation on the left marks the quotation.

DASH/HYPHEN

Use hyphen (-) to join words and separate syllables of a single word. Use the longer ‘European’ dash (–) to separate numbers (e.g. 116–119 or 2001–2017), as a break in a sentence or to set off parenthetical statements.

NOTES

Do not include bibliographic references in the main text but in automatically generated footnotes with Arabic numerals, beginning with number 1.

For bibliographic references in footnotes, please use: author’s surname, year of publication, page:

Müller 2002, 3–24.

Müller/Miller 1994, 577–578.

Do not use abbreviations such as “ff.” (e.g. Müller 2002, 3ff.), “et al.” or “ibid.” but include the precise information.

NUMBERS

Please spell out numbers from one to nine. For numbers larger than nine, such as 13, please use numerals.

ABBREVIATIONS

Please avoid abbreviations, unless they are necessary and widespread so that an interdisciplinary audience will be able to easily understand your text.

FILMS

When a film or TV series is quoted the first time in the text, please provide the following information:

ORIGINAL TITLE (ENGLISH TITLE, director, country of production year)

For TV series, please add the producing channel instead of the director.

For example:

SHANTI SANDESHAM (MESSAGE OF PEACE, P. Chandrasekhar Reddy, IN 2004)

THE MILL AND THE CROSS (Lech Majewski, PL/SW 2011)

GREY’S ANATOMY (ABC, US 2005 onw.)

For further references, just use the title:

THE MILL AND THE CROSS

The film title is always formatted in small capitals.

Please use the two-letter country codes according to [ISO 3166](#). At the end of the article, add a complete filmography with all quoted films or TV series. If relevant, further information may be added here.

FILM STILLS AND OTHER ILLUSTRATIONS

All images, film stills, tables etc. are numbered and captions always begin with “Fig.”. Please add a clearly marked note to your text where an image, picture, film still or other illustration is to be

placed, including the caption you suggest for the picture. The author is responsible for clearing the copyright of any used illustrations unless they are themselves the copyright holder.

Captions for artworks contain the following details: Artist, *Title*, technique, size in cm, date, location of the image, copyright holder:

Fig. 1: Andrea Mantegna, *Dead Christ*, tempera on canvas, 68 x 81 cm, 1480, Pinacoteca di Brera, Milan © Pinacoteca di Brera.

Captions for film stills contain the references and the time code corresponding to the still:

Fig. 2: Film still, *THE MILL AND THE CROSS* (Lech Majewski, PL/SW 2011), 01:22:56.

Please submit all illustrations to be included in your text as separate files (preferably in TIF format) and in sufficient quality (300 dpi and 15 x 10 cm, or 2000 x 1300 pixel).

URLS/LINKS

If available, URLs for references to online publications or other online materials are to be provided, e.g.

<https://www.youtube.com/watch?v=NWF2JBb1bvM> [accessed 10 June 2015].

BIBLIOGRAPHY

At the end of the article, a bibliography of all works cited is included following the examples provided here. Please *italicize* the titles of published books, journals, magazines, and websites. The title of an unpublished work (grey literature) is not italicized.

BOOKS

Castoriadis, Cornelius, 2007, *Figures of the Thinkable*, Stanford: Stanford University Press.

Duncan, Carol, 2007, [1995], *Civilizing Rituals. Inside Public Art Museums*, London: Routledge, 2nd ed.

ARTICLE IN EDITED VOLUME

Calhoun, Craig, 2011, *Secularisms, Citizenship, and the Public Sphere*, in: Calhoun, Craig/Juergensmeyer, Mark/Van Antwerpen, Jonathan (eds.), *Rethinking Secularisms*, Oxford/New York: Oxford University Press, 75–91.

Hall, Stuart, 2004, *Cultural Identity and Cinematic Representation*, in: Simpson, Philip/Utterson, Andrew/Shepherdson, K.J. (eds.), *Film Theory. Critical Concepts in Media and Cultural Studies*, vol. III, London/New York: Routledge, 386–397.

ARTICLE IN JOURNAL

Herbert, David E.J., 2011, *Theorizing Religion and Media in Contemporary Societies. An Account of Religious “Publicization”*, *European Journal of Cultural Studies* 14, 6, 626–648.

ONLINE PUBLICATIONS

Kolata, Gina, 2015, *Federal Panel Backs Approval of New Drug to Fight Heart Attacks*, *The New York Times*, 9 June 2015, http://www.nytimes.com/2015/06/10/health/cholesterol-levels-ldl-drugs-heart-attacks-fda-panel.html?emc=edit_th_20150610&nl=todaysheadlines&nliid=46541870&_r=0 [accessed 10 June 2015].

OTHER ONLINE SOURCES

If you quote from ephemeral online sources like social media, it is advisable to save a screenshot. The minimum information to be provided in the article is a short description of the source, the URL and the access date:

User Afzaal Agha on Quora, <https://qr.ae/pG6RYI> [accessed 30 December 2021].