

Guidelines for authors of the journal

“Archiv für katholisches Kirchenrecht (Archive for Catholic Canon Law)”

To facilitate the editing and typesetting process, we kindly ask all authors to adhere to the following guidelines.

Form of the manuscript

- We ask you to submit your manuscript in MS Word format (.doc, .docx) using either of the following e-mail addresses: archiv@kaththeol.uni-muenchen.de or martin.rehak@lmu.de.

Text

- Font: Times New Roman, 12 pt.
- Preferably use justification.
- Please don't introduce word splits.
- No indentation at the beginning of paragraphs.
- Introduce paragraphs using the paragraph mark ('Enter' key).
- Uniform formatting of titles.
- No blank lines after titles or between paragraphs.
- For dates, please use the following format: 17 January 1991; dates in footnotes according to the following format: 17/1/1991.
- Terms with common abbreviations should always be written out (e.g. “Catholic Bishops' Conference of England and Wales” rather than “CBCEW”).
- For the indication of page numbers and dates (34–37; 19–21 January 2000) and for parentheses, please use the em dash (no hyphen).

Quotations

- For quotes, use double quotation marks.
- For internal quotes, use single quotation marks (no apostrophes).
- Footnotes at the bottom of each page.
- Indicate the final page of all quotes (don't use “ff.”).

Bibliography

- At the first mention of a source, please provide full bibliographic information in the footnote, according to the following models:

Books:

Kenneth Pennington, *The Prince and the Law, 1200-1600. Sovereignty and Rights in the Western Legal Tradition*, Berkeley 1993, 20.

Journal articles:

Anders Winroth, Recent work on the making of Gratian's Decretum, in: *Bulletin of Medieval Canon Law* 26 (2008) 1–29, 10.

Contributions in edited volumes:

Martha Rampton, Love and the Divorce of Lothar II, in: David F. Appleby / Teresa Olsen Pierre (ed.), *On the Shoulders of Giants. Essays in Honor of Glenn W. Olsen*, Toronto 2015, 91–115, 110.

- From the second mention onward, please use short citations according to the following model: Author's last name, key word from the title, reference to the footnote with full bibliographic information (“... (footnote xy), ...”), page number.

Abstract

- Please provide an abstract of no more than 750 characters (including spaces) which briefly describes your article (aims, methods, results).
- The abstract will be printed in German, English and Italian. We would greatly appreciate it if you could provide the text of your abstract in all three languages. Should this not be possible, we will provide the translations for you.

Updated 05/2024