

GUIDELINES

for the creation of a Special Issue

JOURNAL OF EAST CENTRAL EUROPEAN STUDIES (JECES)

HERDER INSTITUTE for Historical Research on East Central Europe

The Journal of East Central European Studies (JECES) offers scholars and qualified specialists the opportunity to publish in Open Access a Special Issue devoted to a topic of their interest as guest editors. Such issues present new and relevant research questions and methodological approaches to historical East Middle Europe under the guest editors' chosen thematic focus. The articles in the Special Issue are subjected to a double-blind peer review process.

A Special Issue as a rule contains four to six German and/or English language contributions as well as an introduction that relates all articles back to the research question. Articles should be no more than 65,000 characters. This total includes characters in footnotes, but excludes punctuation marks. The comprehensive introduction should be no less than 20,000 characters.

Proposals for a Special Issue can be submitted at any time before June 30th and December 31st for publication intended for, respectively, the first or second half of the following year. Proposals should be submitted to the managing editor of JECES (christoph.schutte@herder-institut.de).

A Proposal must contain the following information to be considered:

a) Organizational Information

- Names of the Guest Editors.
- Title of the proposed issue.
- An anonymized list of planned contributions with the indication "asked" or "promised" given.
- A realistic submission date by which all articles will have been received and reviewed by the guest editors.

b) Content-related Information

- An abstract (ca. 6,000-10,000 character) describing the content of the Special Issue, including short summaries of each contribution.
- Indicate within the Abstract essential considerations that have given rise to the issue, as well as the methodological approaches which they must take into account. Most important, is that you establish in detail not only the innovative and relevant nature of the Special Issue, but how the proposed articles contribute to that innovative and topical character.

On the basis of the proposal the JECES-editors will decide whether to accept or decline the Special Issue. In the event of acceptance, the guest editors are responsible for ensuring that all contributed articles are finished and complete. Once this is done, please submit all articles as well as the introduction for JECES-Editorial Review.

Please note the following for the JECES-Editorial Review:

- In the Introduction, it must be made clear, which methodological and thematic innovations characterize the Special Issue, and in what broader scholarly context the issue can be placed. The introduction should not simply summarize the contributed articles, rather it should discuss and reflect upon the subject matter of the Special Issue at length and in appropriate detail.

- All contributions must be composed according to the guidelines of JECES. Additionally, they must be checked by the guest editors for appropriateness of style and grammar in the language in which they are written. The press of Herder Institute will assume responsibility for only the final stage of editing.
- If improvements are needed, the reviewing JECES-editors have the right and obligation to require them from the authors. In this case, the articles must be reworked according to the editors' recommendations.
- The JECES-editors reserve the right to refuse to publish thematically and/or methodologically weak contributions.
- JECES publishes two special issues per year. The issues order of appearance follows the order in which they are completed.

The managing editor of the JECES is available to answer any additional inquiries.

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