Bogoslovni vestnik (*Theological Quarterly*) – Brief Guidelines for Authors

1. General Information

Bogoslovni vestnik (*Theological Quarterly*, abbreviated *BV*) is a periodical scholarly journal that publishes **original research articles and reviews** – not previously submitted to any other journal or publication – in the **area of theology and disciplines related to theology or religion**, such as religiology, philosophy, history, psychology, law, literary science, etc. Contributions, i.e. articles or reviews, are published normally in **Slovene or English**. Before publication, all articles submitted to *BV* undergo a blind peer-review process.

Articles or reviews should be sent to: Bogoslovni.vestnik@teof.uni-lj.si. Articles must correspond to the **criteria for scholarly (scientific) texts** with original contributions. The aim of the article must be evident, the (hypo)theses, which are considered in it, must be clearly stated, the main original contribution must be highlighted, and the methodology must be evident. Articles must be equipped with an adequate scientific apparatus (citations, references, list of references, etc.).

2. Writing

Articles should not exceed 30,000 characters and reviews 15,000 characters (spaces excluded). They should be on the level of **proofread text**. Articles must be accompanied by the name and surname of the author(s), a clear and concise title and an abstract (100-150 words) with 5-7 keywords. Before submission, the article needs to be **proofread**, which the author confirms with the signing of the application form. If the author does not agree or the editorial council concludes that the article is not linguistically suitable, the article **will not be published**.

Articles must be sent in **three separate files**: 1. file with the entire text of the article; 2. file with the name and surname of the author(s), abstract and keywords only; 3. application form. The application form is published on the webpage of *Bogoslovni vestnik/Theological Quarterly*: http://www.teof.uni-lj.si/zaloznistvo/bogoslovni-vestnik. The application form should comprise the name and surname of the author(s), academic title, field/chair of research, affiliated institution, address of the affiliated institution, and e-mail of the author(s). E.g.: Bogdan Kolar, PhD, Prof., Church History, Faculty of Theology, University of Ljubljana, Poljanska 4, SI – 1000 Ljubljana, bogdan.kolar@guest.arnes.si.

In case the submitted article is a result of a specific research program or project financed by an organization or institution this should be explicitly mentioned in the special footnote at the end of the first page of the article. E.g.: »The author(s) acknowledge the financial support from the Slovenian Research Agency; research core funding no. P(06)987.«

All contributions must be submitted as **Microsoft Word** files, using the **Times New Roman** font, and **without "styles"**. All texts must have equal margins on both sides, they should be typed in **12-point font with 1.5 space** between lines, and written in **lower-case letters**, titles included! The main title of the article should be in 16-point bold font, chapter titles and sub-titles in 12-point bold font. All titles should be numbered "by hand" (not automatically!), according to the Arabic numerals. E.g. for the chapter titles: 1, 2, 3, etc. E.g. for the chapter subtitles: 2.1, 2.2, 3.1, etc. The explanatory footnotes in the articles should be in 10-point font.

Between individual paragraphs, there should be **one empty space**. Quotations longer than 5 lines should be typed in separate paragraphs with the right justification. **Italic (cursive) font is generally not accepted.** Exceptions that allow the use of italics are: individual transliterated (!) words or phrases in classical (Latin, Greek, Hebrew) or foreign languages, and descriptions below the pictures, tables, and graphs. **Quotation marks**, used for denotation or in quotations, are **double-low**, e.g. »paradise«. In case of omission of several words within quotations, this /... / sign is to be used (first slash, three suspension points, one space, final slash), e.g. »Evil can be understood /... / as a deprivation of good.« In case of a quote within the quote, single-low quotation marks are used, e.g. »Understanding evil as ›existence in non-existence‹, as a deprivation of good.«

Pictures, tables and graphs should be numbered (Arabic) and consist of a description below. Title before a description, such as a picture, table, graph, should be written in bold, whereas the following description in italics, e.g. **Table 1**: *Usage of the term of sacrifice in various Protestant denominations between 1980 and 2010.*

Explanatory footnotes should be used only when absolutely necessary. Arabic numerals should be used when numbering the footnotes. Explanatory footnotes should not be used for routine citations of references! **Routine references should be incorporated into the text itself within the brackets, using the author (surname), year, page convention**, e.g. (McGrath 2013, 57). When entering pages in routine references use a dash between page numbers, e.g. 12–14 (no space between a dash and a number!). Different pages and/or authors within the same brackets are divided by a semicolon, e.g. (McGrath 2013, 57; Scruton 2015, 40; 45; 71–73). In the case of two or three authors (surnames) within the same reference, use the word "and", e.g. (Scruton and Milbank 2010, 56–57). In case of multiple, more than three authors (surnames) within the same reference, refer to the first author (surname) and use the abbreviation "et al.", e.g. (Milbank et al. 2007, 41). **The use of abbreviations, such as cf., is not allowed.** In the case of routine references, referring only to the last sentence, the brackets are included in the sentence, i.e. written before the full stop (final punctuation mark). In the case of routine references, referring to more sentences or an entire paragraph, the brackets are written outside the last sentence, i.e. after the full stop (final punctuation mark). All references should be listed separately at the end of the article in the **special section titled References** and arranged in alphabetical and chronological order, according to the author's surname. Having multiple occurrences of the same year of the same author (surname), the corresponding letter (a, b, c, etc.) should be added to the publication year, eg. 1992a, 1992b, etc.

For the routine references of Biblical texts, use standard Slovene abbreviations for Bible books (in: Sveto pismo. Nova zaveza in Psalmi: jeruzalemska izdaja. 2010. Ljubljana: Družina, Teološka fakulteta.) When quoting a Biblical text, a hyphen (-) is used between the verses and a dash (–) between the chapters. Single line, e.g. 2 Mz 20,17. Several uninterrupted verses in the same chapter, e.g. Ezk 11,22-25. Several interrupted verses in the same chapter, e.g. Mt 5,1.5.7. Several uninterrupted verses in different chapters, e.g. Jer 7,1-5; 12,5-6. Single chapter, e.g. Apd 12. Several uninterrupted chapters, e.g. 5 Mz 32–34. Several uninterrupted chapters with verses, e.g. 5 Mz 4,44–28,68.

3. References (most common types)

Here the most common types of references, written in the special section (final list) titled References, are presented.

A **book (monograph)**: surname, name (bold). year of publication. full book title (in italics). place of publication: publisher. E.g.: **Bennett, Jonathan**. 1988. *Events and their Names*. Oxford: Clarendon Press. In the case of **two authors**: surname, name, and name surname (bold). E.g.: **Kreeft, Peter, and Ronald K. Tacelli**. 1995. *Handbook of Christian Apologetics: Hundreds of Questions to Crucial Questions*. Downers Grove, Illinois: IVP Academic. In the case of **three or more authors**: surname, name, name surname, and name surname (bold). E.g.: **Marcus, Charlotte, Jerome Waterman, Thomas Gomez, and Elizabeth DeLor**. 1990. *Investigations into the Phenomenon of Limited-Field Criticism*. Boston: Broadview Press.

A **journal paper**: surname, name (bold). year of publication. full paper title. name of journal (in italics) volume number, no. current number: first–last pages. E.g.: **Lewis, David**. 1990. Elusive Knowledge. *Australasian Journal of Philosophy* 74, no. 4:549–567.

A **book chapter/miscellany paper**: surname, name (bold). year of publication. chapter/paper title. In: full book/miscellany title (in italics), first–last pages. Ed(s). name and surname of editor(s). place of publication: publisher. E.g.: **Juhant, Janez**. 2010. On Living with: Dialogue as the Way to the Art of Personal and Common Life. In: *Art Of Life*, 49–59. Eds. Janez Juhant and Bojan Žalec. Münster: LIT Verlag.

An **article from a web page**: Surname, name, or name of the organization (bold). year of publication. the full title of the article. Title of the webpage, day and month (by word) of publication. full webpage address/URL (accessed day. month (by number). year of accession). E.g.: **Kwasniewski, Peter**. 2015. The Normativity of Ad Orientem Worship According to the Ordinary Form's Rubrics. New Liturgical Movement, 23rd November. Http://www.newliturgicalmovement.org/2015/11/the-normativity-of-ad-orientem- worship.html (accessed 27. 1. 2016).

A **Church document**: acronym (bold) dash name of the individual or collective author (e.g. pope, council, commission etc.). year of publication. Document title (in italics). E.g. 1: **DV** – Second Vatican Ecumenical Council. 1964. Dogmatic Constitution *Dei Verbum*. E.g. 2: **SP** – Benedict XVI. 2007. Apostolic Letter Given motu proprio *Summorum pontificum* on the Use of the Roman Liturgy Prior to the Reform of 1970.[1]

An **archive document**: acronym (bold) dash name of archive, collection/fond title, document title (or other information, if necessary). E.g.: **PANG 782** – Pokrajinski arhiv Nova Gorica, Okrožni komite KPJ za Vzhodno Primorsko, 1945–1947.[2]