

Instructions for contributors

The text submitted by the author¹ to the e-mail address of the journal *Unity and Dialogue* has **not yet been published or submitted for review elsewhere**. The text must be sent in electronic form to the address of the Editor in Chief (maksimilijan.matjaz@teof.uni-lj.si) or the address of the journal (edinost-dialog@teof.uni-lj.si). No fees shall be paid for the articles published in the journal.

Since **the peer review is anonymous**, the article must be sent anonymously (i.e. without indicating the author). In addition to the anonymous article, the author also has to send the application or the cover sheet with their name and surname, title of the article, key biographic data, and the statement that the text has not yet been published or submitted for review elsewhere. The application form is available on the website of the journal.

It is recommendable that the authors take into consideration or cite those articles compatible with their own subject of discussion which have been published in *Unity and Dialogue* in the last five years. This represents an expression of collegiality towards the contributors of this journal; at the same time, it is an expression of respect towards the journal itself and an important factor in fostering the journal's impact and relevance. If 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 a special footnote at the end of the first page of the article.

1. Font type and size

The text should be edited in Microsoft Word (for Windows), the font Times New Roman should be used without any styles. The font size should be 12 pt., line spacing 1.5 (footnotes 10 pt., line spacing 1).

For words written in Greek or Hebrew, the font *SBL Greek/SBL Hebrews* should be used (available, with detailed instructions, on the website of the Society of Biblical Literature [HERE](#)) or *Bwtransh* (available, with detailed instructions, on the website Bible Works [HERE](#)). In transcription, the letters of the Hebrew alphabet are written as follows: ׀, b, g, d, h, w, z, h, t, y, k, l, m, n, s, c, p, s, q, r, s, s, t. The letters *Begadkephat* (תפכדגב) are written as follows: b, g, d, k, p, t.

2. Abstract, keywords, scope

The text of the scientific article must comprise the **abstract** and the **keywords**. The maximum length of the abstract should be 160 words or 800 characters. The abstract should present the exact definition of the topic of the article, methodology, and conclusions. The title of the article must be concise and unambiguous, and not longer than 100 characters.

The length of the article should not exceed 20,000 characters (including spaces); reports should not be longer than 10,000 characters, and the length of book reviews should not exceed 8,000 characters. Any graphic material (and/or tables) must be sent separately (in JPG or TIF formats) with an indication of its position in the text. The style of the text must correspond to the scientific level, and prior to submission the text must be **language-edited (proofread)**. **Notes** must always be included in the form of **footnotes**.

3. References

References must be provided in accordance with the methodology of scientific work at the Faculty of Theology, University of Ljubljana (access [HERE](#)). The surname of the author, the year of the publication, and page(s) are inserted after the quote in the form (surname, year, page(s)), e.g. (Žust

¹ The term 'author' used in the masculine grammatical form shall refer neutrally to both men and women.

2007, 109). The citations from periodic publications are written in the same manner. If there are two authors, the citation is written in the form (surname and surname year, page), e.g. (Škafar and Nežič 1998, 33). If there are more than three authors, we use the form (surname et al. year, page), e.g. (Sorč et al. 2003, 21). If no author is indicated, we use the title instead of the surname and abbreviate it, if necessary. If the last name is already mentioned in the quotation, it shall be omitted in the quote and we only indicate the year and page(s). If there are several works cited in the same brackets, these shall be separated by semicolons. If the same work is being cited throughout the same paragraph or chapter, we indicate the reference in its entirety only once, and thereafter only the page number is indicated in brackets. We do not use abbreviation cf.

3.1 Form of references

In **citations**, the punctuation is placed

- **after the reference**, if it refers to part of the sentence;
- **in front of the reference** (the reference itself has no punctuation), if it refers to an entire sentence or several sentences.

In **paraphrases**, the punctuation is placed

- **after the reference**, if it refers to a single sentence;
- **in front of the reference**, if it refers to several sentences.

When citing church documents, *Code of Canon Law* (CCL), *Catechism of the Catholic Church* (CCC) and other standard texts used as sources, we use standard abbreviations (*Internationales Abkürzungsverzeichnis für Theologie und Grenzgebiete* 1992). Abbreviations of domestic texts, collections, and lexicons are used, if they are generally known and recognized. Abbreviations of journals are in italics, while abbreviations of lexicons or monographs are indicated in an upright font.

3.2. Citing the Holy Bible

For the abbreviations (and other acronyms) in a foreign language, the author should use *The SBL Handbook of Style* (available [HERE](#).)

When quoting biblical texts, a hyphen (-) is used between the lines and a dash (–) between the chapters.

4. List of references/literature

At the end of the article, a list of references or literature is included. Literary works are listed in the following form: **Surname, Name.** Year. *Title*. Location: Publisher.

Journal articles are listed in the following form: **Surname, Name.** Year. Title of the article. *Name of publication* year: first–last page.

More detailed instructions for citations are available [HERE](#).