

## Submissions Guidelines for Publications in *merzWissenschaft*

*merz | medien + erziehung (media + education)* is the only independent journal in Germany, which focuses on relevant aspects of media education from different perspectives. It covers the widest possible spectrum from the areas of media educational research and practice and reflects upon related disciplines, which are of importance considering media educational questions and discourses.

The special edition *merzWissenschaft* is published once a year. The peer-reviewed journal is dedicated to a current topic, which is comprehensively assessed from different perspectives from a scientific point of view.

1. Original texts only are accepted for *merzWissenschaft*. Submitted manuscripts are not to be published in any other way and must not be offered for publication to any other department until the review process has been concluded. Accepting the submitted manuscript, the publishing house acquires all rights concerning the release of the article within the journal *merzWissenschaft*.
2. Submissions are to be aligned with **academic standards** in terms of structure and content. The article should be related to current topics and discussions, enrich them and drive them forward. The objective is to present new findings, take position in a present discourse or systematically compare, summarize and process literature
3. All manuscripts must be either delivered in German or English.
4. **Manuscripts** must be submitted as a Word-document to the editors by e-mail. Please include an abstract containing no more than 90 words. It should convey the paper's main point and outline the results or conclusions.
5. The number of words of an article is limited to a maximum of 7.000.
6. The **title page** includes the title of the article as well as every author's name, address, telephone number, e-mail address and short CV. If the article is written by more than one author, the person responsible for correspondence has to be indicated.
7. **Tables, graphs and images** should be integrated into the main text and additionally be saved as separate (image) files (e. g. in the picture formats png, tiff or jpg). Images have to contain a reference to image rights and have a resolution of at least 300 dpi. References to charts and images shall be specified in the text.

8. Please use italic type for **highlighting proper names** like *Facebook* or institutes like *JFF – Institute for Media Research and Media Education*. For further highlighting please use single quotes instead of double quotes, which should be used for direct citation.
9. **Abbreviations** are not used in the text. This means “e.g.”, “incl.” or “f/m” must be written out as “for example”, “including” and “female/male”.
10. Please use **headings** in the decimal outline format to structure the text in a logical and reader-friendly way.
11. For better readability, use **footnotes** rarely as they will be transformed into endnotes.
12. Please indicate **references** to other authors in the text with surnames and the year of publication. Two authors are both mentioned by name. For three or more authors, it is sufficient to name the first author, supplemented by “et al.” Quotations must be enclosed in double quotation marks. Quotations in quotations are framed with single quotation marks. In-text citations shall quote the name(s) of the author(s) as well as date of publication, with page number(s) if appropriate.

The formal structure of the citation is: (Last name Year, p[p]. number[s]) Examples: References (cf. Demmler et al. 2015), Quotes (Glaser/Strauss 1967 p. 45)

Online-citations should contain the and –if available –the corresponding paragraph number. The date of access should be indicated as: [access: dd.mm.yyyy]

The **bibliography** contains the first and last names of the authors. The literature must be sorted alphabetically according to the first author. In the case of several publications by one person, these must be listed in ascending order by year of publication. Several publications of the same year have to be listed with the addition a, b, et cetera according to the chronological order in the text after the year.

## Examples

### Monography

Castells, Manuel (1996). *The Rise of the Network Society* (Vol. 1). Cambridge, MA: Blackwell Publishing.

### Anthologies

Krotz, Friedrich/Hepp, Andreas (eds.) (2014). *Mediatized Worlds*. Houndsmill: Palgrave.

### Chapters in anthologies

Livingstone, Sonia/Blum-Ross, Alicia (2018). *Imagining the Future Through the Lens of the Digital: Parents' Narratives of Generational Change*. In: Papacharissi, Zizi (Ed.), *A Networked Self: Birth, life, Death*. Chicago: University of Chicago Press, pp. 50-68.

### Articles in journals

Prensky, Marc (2001). *Digital Natives, Digital Immigrants*. In: *On the Horizon*, 9 (5), pp.1-2.

*Research report and dissertation*

Meyer, Jens (1991). Zur Frage der Duplizität. Unpublished Dissertation. Christian-Albrechts-Universität Kiel.

*Digital Object Identifier*

Lünenborg, Margreth/Fürsich, Elfriede (2014). Media and the Intersectional Other: The Complex Negotiation of Migration, Gender, and Class on German Television. In: Feminist Media Studies, 14 (6), pp. 959-975. DOI: 10.1080/14680777.2014.882857.

*Websites (with www.)*

Media Development Authority (2015). MDA Zero-to-Fourteen Consumer Experience Study 2015. [www.imda.gov.sg/-/media/imda/files/industry-development/fact-and-figures/for-public-release-cs-2015-final.pdf?la=en](http://www.imda.gov.sg/-/media/imda/files/industry-development/fact-and-figures/for-public-release-cs-2015-final.pdf?la=en) [Access: 02.03.2018]

*Websites (without www.)*

Collin, Philippa (2009). The Making of Good Citizens. Participation Policies, the Internet and Youth Political Identities in Australia and the United Kingdom. University of Sydney. <http://ses.library.usyd.edu.au/bitstream/2123/5399/1/pj-collin-2009-thesis.pdf> [Access: 07.09.2015]

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