

EDITORIAL GUIDELINES

1. Text should be provided in a digital form in **DOC format** and in a hard copy as well – (or possibly a PDF file);
2. **Article volume: 20 000–40 000 characters includes spaces;**
 - font: Arial;
 - size: 12;
 - line spacing: 1,5; for notes 1;
 - margins: 2,5 cm;
 - no indentation in the paragraphs following each subtitles (subheadings);
 - author’s or authors’ name and surname in the upper left corner.
3. Attachments:
 - affiliation with address;
 - e-mail;
 - at the beginning of the article, place the abstract in English (600-800 characters) with the title;
 - beneath the abstract 5–6 key words should be attached.
4. Quotes and footnotes:
 - after each quotation:
(SURNAME(S) DATE OF PUBLICATION: PAGES)
 - short quotations (up to 3 sentences) can be put it in the main text (using quotation marks);
 - the longer ones should be extracted from the main text (font Arial, size 10);
 - no indentation in the new line of the mian text after such quotes;
 - quotation in quotation in double angle brackets « »;
 - bibliographic footnotes in the text should be placed in the following way:
(Shillingsburg 2006: 35–38);
 - if the publication has two or three authors, give all the names, separated by a commas:
(Schreibman, Raymond, and Unsworth 2004)
 - if the footnote reference is made to various works of one author, footnote must be prepared according to the formula:
(Turner 2002: 75; 2007: 102)
 - if the footnote reference is made to various works of one author published the same year, an additional information should be placed:
(Turner 2002a: 71), (Turner 2002b: 201) – the same notification has to be placed in bibliography
 - additional notes should be placed on the bottom of the page – font Arial, size 9.

5. Abbreviations:

- in latin: (eg *Idem; Ibidem; op.cit.*) or respectively to the language of the article (eg – English: See, See further); it's important to use only one kind of these abbreviations.

6. Foreign words:

- words and phrases in foreign languages should be in italics.

7. Bibliography:

Shillingsburg Peter L. (2006), *From Gutenberg to Google: Electronic Representations of Literary Texts*, Cambridge University Press, Cambridge.

Ashcroft Bill, Griffiths Gareth, Tiffin Helen (2000), *Post-Colonial Studies: The Key Concepts*, Routledge, London.

Bhabha Homi (1986), *The Other Question: Difference, Discrimination and the Discourse of Colonialism*, In *Literature, Politics & Theory*, ed. F. Barker, P. Hulme, M. Iversen, Methuen, London.

Leclercq Guy (1986), *Traduire de la poésie, c'est faire de la poésie. Quelques Jalons dans l'approche d'un poème de e. e. Cummings*, „Revue d'esthétique (Toulouse)”, nr 12.

Szyborska Wisława (2009), *Rubens' Women*, trans. S. Barańczak, C. Cavanagh, <http://inwardboundpoetry.blogspot.com/2009/04/782-rubins-women-wislawa-szyborska.html>.

- alphabetical order;
- without numbering.

8. Illustrations:

- all illustrations (JPG – 300 DPI) should be provided with appropriate captions, in particular: a source of illustration.

9. Tables and charts:

- all tables must be numbered, titled and have an information about the source.

Articles prepared incorrectly will be not accepted.