

**Papers should:**

- Be written in English or Hebrew and sent with an English abstract (300-450 words)
- Include bibliography divided into primary and secondary sources
- Be sent in MC Word format

**Text:**

- Articles in English should be written in Times New Roman 12 pt
- Articles in Hebrew should be written in David 12 pt
- Footnotes: 10pt
- All the margins: 2 cm
- Line spacing: 1,5
- Indent of: 0,75
- An additional line gap in between paragraphs

**Titles & Quotations:**

- The following items should be italicised: titles of independent publications (see: Big Sources), foreign words and phrases (e.g. *par excellence*, *Galut*).

- Quotation marks (" . . .") are used to indicate quotations and titles of publications that are not independent (see: Small Sources), i.e. publications that are part of a book or journal. This includes poems, short stories, articles, and book chapters.
- Apostrophes (' . . .') indicate a quotation in a quotation, as well as translations or definitions of words and phrases discussed in the paper.
- Square brackets are used only in case of omitting part of text within a quotation. In other cases use round brackets.
- Longer quotations (more than 3 lines) should be indented 1 cm.

### Footnotes:

In order to avoid countless footnotes, please do not use footnotes for references or further bibliographical notes. Instead, indicate the author and the exact page(s) in round brackets in the text. Instead of *Ibid.* /*Ibidem* /*op.cit.* give the page number(s) in round brackets, e.g.:

“One of the main characteristics of Abulafian Kabbalah is the method called *Tzeruf ha-Otiyyot* (Abulafia, 2007) or combination of letters. As Moshe Idel (1988b) put it: “The technique of breaking-down or atomizing the Name is the most distinctive characteristic of Abulafia's technique” (19).

- If the author's name has been mentioned in the text and there is no doubt as to the origin of the citation – give just the page number in brackets (as in the second sentence of the above example).
- Use footnotes exclusively for explanations or additional comments.
- Footnotes number is in front of the punctuation mark
- Endnotes are unacceptable.

### Bibliography:

The bibliography should be divided into Primary and Secondary Sources.

In Big Sources (books, independent publications) reference's title is italicised. Remember about the right order of listing your references, which should be as follows:

Author's surname, first name, the year of publication. *The title*, the publishing house, the place where the reference was published.

Russell, Bertrand, 1912. *The Problems of Philosophy*, Oxford University Press, Oxford.

- Translations: The name of the translator follows the reference title (surname, name, tr.), e.g.:

Plato, 2005. *Phaedrus*, Rowe, Christopher, tr., Penguin Classics, London.

Small sources, i.e. a separate chapter from the book is enclosed in inverted commas.

Bellamy, Elizabeth Jane, 1994. "From Virgil to Tasso: The Epic Topos as an Uncanny Return", in: *Desire in the Renaissance*, Princeton University Press, Princeton, pp.207-233.

- Editor's/s' name should follow chapter title and be mentioned before reference title, e.g.:

Rowland, Robyn, Klein, Renate, 1996. "Radical Feminism: History Politics Action", in: Bell, Diane, Klein, Renate, eds., *Radically Speaking: Feminism Reclaimed*, Zed Books, North Melbourne, pp. 9-36.

Articles in periodicals/journals

Zivkovic, Milica, 2000. "The Double as the 'Unseen' of Culture: Toward a Definition of Doppelganger", *Linguistics and Literature*, vol. 2, No. 7, pp.121-128.

Internet sources:

It is necessary to give the exact date you retrieved the source, e.g.:

Standish, Russell, 2005. *Theory of Nothing*.

<<http://www.hpcoders.com.au/theory-of-nothing.pdf>> Retrieved: 29.06.2011.

Albums:

*Cindy Sherman. Retrospective*, 2003. Museum of Contemporary Art, Chicago, Thames & Hudson, Ltd., New York.

Films:

West-Side Story, dir. Robert Wise, Metro Goldwyn Mayer, 1973.

Thank you for taking the time to read these guidelines!

We look forward to receiving your paper.