

Short guidelines for editing your contribution to Studies in Spirituality/ Studies in Spirituality Supplements

The printing is prepared in Microsoft Word for Windows (all versions).

1. Send a computer file through e-mail. A hard copy (or PDF-file) is not necessary, unless the editor asks for this.
2. The maximum length of articles is 12000 words (including footnotes)
3. Between the name of the author, the title and the text there should be only one line spacing. Do not use too many style sheets. The editor will take care of the layout.
4. The text should not be divided in too many (small) paragraphs.
5. Quotations within the text between single quotation marks: ‘quotation’. Larger quotations or cited texts, which are discussed or commented upon, should be presented as block quotes, without quotation marks, and preceded and followed by a blank line. Quotations in Latin or other non-modern languages in *italics*. Omissions in quotations should be placed between parentheses: (...). Additions in quotations should be placed between square brackets: [...]. If next to the original text a translation is offered, please position this translation directly after the quoted text, between square brackets. The editor will decide whether the translation will be transferred to a footnote or kept in the text.
6. References in footnotes should be as follows:
 - As you can see in the footnotes below, for the first reference to books the order is as follows: the name of the **author(s) or editor(s)** followed by a comma, the **title** of the book in *italics* followed by a comma, the **place** where the book is published, followed by the **year** of publication, followed by a comma, and the **page** numbers (without p.), followed by a semicolon or a full stop.¹ By choice you can mention the **publisher’s** data, separated from the the place of publication by a **colon**, and from the year of publication by a **comma**.² Please be consistent in your reference system; either all references should contain publisher’s data, or none of them.
 - In the case of the first reference to articles the order is as follows: the name of the **author(s)** followed by a comma, **title** of the article between quotation marks, followed by a comma, **in:** the **title** of the book³ or the journal⁴ in *Italics* followed by a comma, the **volume** number with the **year** of publication within brackets, eventually the **issue** number, and the **page** numbers (without p.) followed by a semicolon or a full stop.
 - In the case of citations, please first give the page numbers of the **full article**, followed by a **colon**, then the page number(s) of the **cited text**.⁵

¹ Bernard McGinn, *The Mystical Thought of Meister Eckhart: The Man from Whom God Hid Nothing*, New York 2001; John Arblaster & Rob Faesen (Eds.), *Medieval Mystical Women in the West: Growing in the Height of Love*, Abingdon 2024.

² Quoted from: David E. Wellbery & Judith Ryan (Eds.), *A New History of German Literature*, Cambridge, MA: Belknap Press of Harvard University Press 2004.

³ John Arblaster, Rob Faesen, & Louise Nelstrop, ‘Western Vernacular Mystics’, in: Paul L. Gavrilyuk, Andrew Hofer, & Matthew Levering (Eds.), *The Oxford Handbook of Deification*, Oxford: Oxford University Press, 2024, 282-300.

⁴ Cf. Justine Trombley, ‘New evidence on the origins of the Latin *Mirror of Simple Souls* from a forgotten Paduan manuscript’, in: *Journal of Medieval History* 43 (2017) no. 2, 137-152.

⁵ See for example Peter Casarella, ‘Cusanus on Dionysius: The Turn to Speculative Theology’, in Sarah Coakley & Charles M. Stang (Eds.), *Re-thinking Dionysius the Areopagite*, Chichester 2009, 280-303: 281.

- In the case of repeated references, the order is as follows: surname of the **author(s)**, **short title**, and, if necessary, **page** numbers (without p.) followed by a semicolon or a full stop.⁶
- References to websites are as follows: Name of the **author**, the **title** of the contribution between (single) quotation marks, **at:** name of the **website**, [eventually] the **date** of presentation or release, **link to website**, and date of **accession** between brackets.⁷

Please send your contribution to

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⁶ McGinn, *The Mystical Thought of Meister Eckhart*, 113; Trombley, 'New evidence on the origins of the Latin *Mirror of Simple Souls*', 147.

⁷ Bregje van Eekelen (Delft University of Technology), 'Embedding Design in the Big Picture', in: *2020-Design United* (Conference), <https://2020.design-united.nl/day-2-eco-logica/column-2/> (accessed February 25, 2025).