

NAVODILA AVTORJEM

Slavistična revija sprejema izvirne in še neobjavljene znanstvene in strokovne članke s področij slovenističnega oz. slavističnega jezikoslovja in literarne vede ter iz sorodnih strok, **ki niso v uredniški presoji za nobeno drugo publikacijo**. Prispevki so v slovenščini, v manjšem deležu lahko v drugih slovanskih in svetovnih jezikih, pred objavo pa morajo v postopek uredniškega recenziranja. Uredništvo daje prednost jeziku, ki je predmet obravnave, ali prevodu v slovenščino. O sprejemu ali zavrnitvi članka je avtor obveščen približno tri mesece po njegovem prejemu. Objavljeni članki bodo takoj prosto dostopni v spletnem arhivu revije in v Digitalni knjižnici Slovenije. Pisec ohrani avtorske pravice nad člankom brez omejitev. Korekture je treba vrniti v treh dneh. Avtor odda članek na portalu <http://ojs.srl.si> (če je tu prvič, se najprej registrira kot avtor). Dolžina članka naj ne presega ene in pol avtorske pole, tj. **45.000 znakov, ocene 24.000 znakov, poročila 8.000 znakov s presledki in opombami vred. Daljši prispevki in prispevki, ki se ne bodo ravnali po teh navodilih, bodo zavrjeni**. Tipkopis je treba oddati v datoteki RTF ali v podobnem besedilnem formatu. Nabor je Times New Roman, velikost besedila 12 pik, za izvleček, povzetek, daljše citate in opombe 10, razmik med vrsticami pa 1,5. Odstavki so ločeni s prazno vrstico in brez umika ter desne poravnave. Narekovaji so dvojni srednji, ločila in prečrkovanje tujih pisav se ravnajo po slovenskem pravopisu. Sinopsis naj ne presega 8 vrstic, povzetek ne dveh strani, ključnih besed, ki niso besede iz naslova, naj bo 3–5.

V slovenščino se članki prevajajo po odločitvi uredniškega odbora. Prevajalec je lahko avtor, v tem primeru gre članek ponovno v recenzijski postopek; če pa se avtor na svoje stroške dogovori s katerim izmed priporočenih prevajalcev s seznama uredništva [<http://srl.si/ojs/index.php/srl/about/displayMembership/13>], ponovna recenzija odpade. Članku v slovenščini doda angleški in slovenski izvleček in ključne besede ter povzetek, članku v neslovenskem jeziku pa izvleček in ključne besede v istem jeziku ter v angleščini, povzetek pa v slovenščini. **Čistopis članka, ki ga je popravil po recenzentskih napotkih, avtor naloži na isto mesto kot prejšnjo avtorsko verzijo**, skupaj z verzijo z označenimi spremembami.

Avtor naj priloži svoj elektronski naslov in polni naslov institucije, na kateri dela. Slikovni material priloži v ločenih datotekah, vsako sliko s svojo številko, v tipkopisu pa mora biti označeno, kam katera sodi; podnapisi k slikam so že v tipkopisu članka. Nad 5 vrstic dolgi navedki so odstavnico ločeni od drugega besedila in brez navednic. Izpusti so v navedku označeni s tremi pikami v oglatih oklepajih; na začetku in na koncu citatov ni tropičij. Zaporedna številka opombe stoji stično za ločili, ki sledijo mestu, na katero se nanaša. Literatura se navaja v krajši obliki v oklepaju v tekočem besedilu (Boršnik 1962: 213), v daljši obliki pa v seznamu literature na koncu članka. Seznam literature oblikujemo takole:

Marja BORŠNIK, 1962: *Študije in fragmenti*. Maribor: Obzorja.

Helga GLUŠIČ, 2003: Izraz negotove zavesti: Pogled na sočasni slovenski roman. *Sodobni slovenski roman*. Ur. Miran Hladnik in Gregor Kocijan. Ljubljana: FF (Obdobja, 21). 287–95.

Jože TOPORIŠIČ, 1993: Jakoba Riglerja teza o začetkih slovenskega knjižnega jezika. *Slavistična revija* 41/4. 449–64. Tudi na spletu.

Lemma (Lexikographie). Wikipedia: Die freie Enzyklopädie.

Primož JAKOPIN, 1980: *Zgornja meja entropije pri leposlovnih besedilih v slovenskem jeziku: Doktorska disertacija*. Ljubljana. Na spletu.

Sprotne opombe naj ne vsebujejo bibliografskih podatkov, če pa že, naj bodo enote bibliografske navedbe med seboj ločene z vejicami: Marja Boršnik, *Študije in fragmenti*, Maribor, Obzorja, 16–18. Na koncu vsake bibliografske enote je pika. Naslovi samostojnih izdaj, knjig in periodičnih publikacij so postavljeni ležeče. Zbirka je v oklepaju tik pred navedbo strani; krajšavo str. za stran izpustimo. Naslovi v stroki poznane periodike so lahko okratičeni (npr. SR za *Slavistično revijo*, LZ za *Ljubljanski zvon*), imen avtorjev pa ne krajšamo. Pri zaporednem navajanju več del enega avtorja v seznamu literature namesto imena in priimka napravimo dva vezaja. Kadar na isto leto pride več del istega avtorja, letnici na desni stično dodajamo male črke slovenske abecede: 1944a, 1944b.

GUIDELINES FOR AUTHORS

Slavistična revija (*Slavic Review Ljubljana, SRL*) accepts original, not previously published scholarly articles in the areas of Slovene and Slavic linguistics and literary studies and from related disciplines, **which were submitted only to SRL**. Articles are published primarily in Slovene, a few of them can be published in other Slavic or world languages. Before publication, all articles submitted to *Slavistična revija* are reviewed by the editors. The journal's language policy favors publications in the language of their topic or in Slovene translation. The author is notified whether his/her article has been accepted for publication about three months after the submission date. The proofs must be returned to the publisher within three days. Authors should submit articles online at <http://ojs.srl.si>. Articles should not exceed **45,000 characters, reviews 24,000 characters, and reports 8,000 characters; longer papers and papers that do not comply with these guidelines will be rejected**. All manuscripts must be submitted as RTF or similar files and in PDF format, using the Times New Roman 12-point font. The abstract, summary, longer quotations, and footnotes should be in 10-point font with 1.5 spaces between the lines. Paragraphs must be separated by an empty line, without indentation, and without right justification. Quotation marks are second-level double quotes (» «), punctuation and transliteration of foreign alphabets must comply with the *Slovenski pravopis*. Each article must include an abstract (not to exceed 8 lines), a summary (not to exceed 2 pages), as well as 3–5 key words that are not contained in the title.

The Editorial Board makes the decision on what articles need to be translated into Slovene. If the author provides his or her own Slovene translation, the article will undergo another peer review. Alternatively, the author may arrange for the translation with a translator from the list of approved preferred translators [<http://srl.si/ojs/index.php/srl/about/displayMembership/13>] at his or her own expense, in which case a new peer review is not necessary. Papers in Slovene should include both a Slovene and an English abstract with keywords as well as an English summary. Papers in languages other than Slovene should include an abstract and keywords in the language of publication and in English, while the summary should be in Slovene. A new version of the paper that has been revised according to reviewers' comments and suggestions must be **uploaded at the same location as the original submission**; the newly uploaded version must have changes clearly marked.

Authors must provide their e-mail address and full name of the institution with which they are affiliated. Visual materials are to be sent in separate files, with each illustration numbered. In the manuscript, it must be clearly indicated where each illustration belongs; the captions to the illustrations are already included in the manuscript. Quotations longer than 5 lines should be typed in separate paragraphs, without quotation marks. Omissions in quotations must be indicated with three dots in square brackets, with no dots at the beginning or at the end of quotation. The footnote number must follow (with no space) the punctuation mark at the end of the segment that the footnote refers to. In the text, literature is cited in short form in parentheses, e.g., (Boršnik 1962: 213). Literature is cited in long form in the list of references at the end of the article. The online version of the article is listed after the reference for the printed version. In the list of references, the works are cited as in the examples in the Slovene version of these guidelines.

Footnotes should be free of bibliographic information; if this cannot be avoided, individual parts of a bibliographic citation are separated by commas: Marja Boršnik, *Študije in fragmenti*, Maribor, Obzorja, 16–18. Each bibliographic entry is followed by a period. Titles of individual editions, books, and periodicals are italicized. The series name is listed in parentheses before the page number; the abbreviation str. for *stran* 'page' is omitted. The titles of periodicals well-known in the field may be abbreviated (e.g., SR for *Slavistična revija*, LZ for *Ljubljanski zvon*), while first names of the authors should not be abbreviated. In subsequent quotations of several works by the same author in the reference list, the name is replaced by two hyphens. When citing several works by the same author with the same year of publication, the year of publication is followed (with no space) by lower-case letters, e.g., 1944a, 1944b.