

# Transactions of the Swedish Research Institute in Istanbul

## Submission guidelines

Proposals are submitted for preliminary reviews.

Proposals should contain

- Title and table of contents of the proposed volume
- A list of authors, including their academic affiliations
- An English abstract (2-3 pages) or sample chapter
- A preliminary estimation of the total number of pages

Manuscripts are submitted after the publishing board has read the abstract and agreed to consider the proposal.

Submission style:

- All manuscripts should be in Word format.
- Submit one file per chapter and name the files Chapter\_00, Chapter\_01 etc.
- Tables and illustrations within each chapter should be numbered (Fig. 1, fig. 2) and images submitted as separate files as Chapter\_00\_fig1, Chapter\_00\_fig2 etc.
- Within each chapter, pages should be numbered, with numbers at centre bottom of the page.

Formatting style:

- Use Times New Roman and line spacing 1,5 for the entire document.
- Use 14 pt bold for titles, 14 pt plain for subtitles, 12 pt bold for headings, 12 pt plain for body text, and 10 pt for footnotes.
- Non-Latin characters must be in Unicode.

Referencing style:

- Use footnotes or endnotes, and no in-text references
- Use the Chicago (Oxford) style of reference (cf. <http://www.chicagomanualofstyle.org>)

Depending on their size, manuscripts might be submitted via e-mail or Dropbox.

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### Illustrations

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