

Jemen-Report

“News from Yemen-Research” (Section I)

Notes for Authors

General Information

Please submit your **manuscripts** and **pictures** or **illustrations** to the editorial department of the Jemen-Report (Marie-Christine Heinze: heinze@djg-ev.de). The final deadline for submissions is 30 November of each year; but in order to leave room for peer-review as described below, papers for this section should initially be submitted by **30 September**. Publication in Section I of the Jemen-Report of papers submitted after these deadlines cannot be guaranteed. Late papers would then be published in Section III (Panorama)¹.

In order to ensure the quality of papers published in Section I, all submitted papers will be subjected to **peer-review**, i.e. they will be commented on by one or two experts in the respective field. After the peer-review, the paper must be revised by the author accordingly. Should a reviewer come to the conclusion that the quality of the paper does not suffice for publication in Section I, the author can either revise and re-submit the paper (taking into account the deadlines as described above), or agree to have it published in Section III (Panorama). Should an author disagree with the comments of a reviewer, a second reviewer can be consulted. The final decision regarding the publication of a paper rests with the editor, including the decision to fully reject a paper.

Notes on Form & Content

Content

The Jemen-Report seeks papers from all scholarly backgrounds focusing on Yemen, the Yemeni diaspora, or relations with Yemen. The audience of the Jemen-Report (mainly members of the German-Yemeni Society) is an interested, but not necessarily academically oriented, one. Papers with a theoretical or methodological focus are accordingly better placed elsewhere. If you are in doubt whether your paper complies with the criteria of the Jemen-Report, please contact the editor. In those rare cases when the publication of a paper with a theoretical or methodological research question is agreed on, please ensure that it is still understandable for a wider audience. If necessary, include respective explanations in the text or in the endnotes.

Format

Please submit your paper in **Word** format. In case you are using diacritics or tables, or if you require a specific lay-out, please also submit the paper in pdf format.

Contributions should generally be longer than 12,000 signs incl. spaces (~ 2000 words) and shorter than 40,000 signs incl. spaces (~ 6000 words). Include a short abstract at the beginning of your paper and mark it bold. Please also structure your paper with subheadings. The editor might choose to shorten your article should this be necessary.

¹ The Jemen-Report has four sections: I: News from Yemen-Research; II: Cultural Contact; III: Panorama; IV: Yemen in Black and White (literature reviews and list of last year's publications on Yemen).

Shorter contributions are accepted if they are conference reports, etc.

Do not use automatic hyphenation in your text. Use font Times New Roman (font size 12) and align your text to the left.

Please **cite** literature only when necessary. Cite in the text according to the following format: (Dostal 1990: 51-52); and for footnotes: (Gingrich & Heiss 1986: 170 Fn. 120). If there are more than two authors, please use the following format: (first author's last name et al.: page #). Your **bibliography** should appear after the endnotes at the end of the document.

Please use **endnotes** (not footnotes!) sparingly. Do not use footnotes.

At the very end of your document you should include a short biography, i.e. one or two sentences about yourself, including your e-mail address. Please also send us a profile picture to be published alongside.

Notes on Pictures and Illustrations

Photos or illustrations (in color, if possible), in addition to your written contribution, are highly **welcome**. In order to ensure the quality of the printing, please submit your pictures in high resolution (at least **300 dpi**) in **jpg** or **tif** format. Please do not include your pictures in the text nor send them in pdf format. The final selection of the pictures is done by the editor.

Mark the position of your picture in the text (if required) by writing "**Picture 1**", "**Picture 2**", etc. to indicate where you would like your pictures to be placed. Please also include captions for your pictures (if required) at the end of the text according to the following format: picture number + caption + name of author (e.g. Picture 1: caption (photo: name of author or URL)). Pictures of unclear copyright will not be published.

Further information

Honorarium: Authors of contributions exceeding 12,000 signs receive five free copies of the respective issue. Authors of smaller papers receive one copy. Further copies can be bought from the office of the German-Yemeni Society for EUR 10,- per issue (incl. postage) at jemen@djg-ev.de

Once your paper has been finalized for submission, please notify the editor of your postal address (in Germany, if possible) in order to receive your free copies.

All questions regarding the publication of papers are to be directed to the editor only (not the German-Yemeni Society).

The authors are responsible for the content of their papers. By submitting, they guarantee that the data and pictures used do not violate the rights of third parties and that quotations are correct.

Thank you for following the above requirements. We look forward to receiving your submission.