Please prepare your manuscript for submission, review, and publication with reference to the guidelines below. Further information, including information about copyright, is currently available from: [https://goethe-lexicon.pitt.edu/GL/about/submissions](https://goethe-lexicon.pitt.edu/GL/about/submissions)

**General Guidelines**

The *GLPC* is intended to serve as a reference work for professional scholars and students in the fields of philosophy, literary criticism, and cultural studies with a special interest in Goethe and his contemporaries. Entries should not be hagiographical, but focus on philosophical issues and questions as they arise across Goethe’s oeuvre in order to consider how his appropriations of traditional philosophical ideas create new philosophical concepts and, thereby, also rethought the work of philosophical conceptualization.

The ideal length for an entry will depend on the concept. In general, entries should be no shorter than 3,500 words and no longer than 8,500 words. If you think that your contribution should be less than the minimum word count or greater than the maximum word count, please contact the editors in advance of submission.

Entries should be idea-driven, focusing on philosophical problems and the internal logic of their solutions. Authors should discuss the major themes or topics that constitute a concept’s driving idea(s), addressing what makes a Goethean concept “philosophical,” as well as what makes a traditional philosophical concept “Goethean.”

Authors may contextualize Goethe’s usages by connecting them to the philosophical tradition from ancient philosophy through the present day, as well as to other Goethean concepts and figures of thought. Hypertext versions of entries will enable users to explore these connections within the *GLPC* through interactive cross references.

Where appropriate, entries should cite instructive examples from Goethe’s literary works to illustrate how concepts unfold and work. *Faust* references will probably appear in many entries. Interpretations do not need to be exhaustive and may limit themselves to gestures and surveys. Authors should avoid advocating a single reading of a concept, but rather consider the range of interpretive possibilities it suggests.

Explanatory references in endnotes are allowed, but authors should be judicious about their use. Supplementary material (e.g., what might have otherwise appeared in an interpretive footnote) may be included as an “excursus” or “aside” that will be rendered as a collapsible window in the hypertext version to make for smoother reading (see “Asides” below).

**Submissions Process**

A manuscript entry should be submitted as a *.doc* or *.docx* file at [https://goethe-lexicon.pitt.edu/GL/about/submissions](https://goethe-lexicon.pitt.edu/GL/about/submissions).

During the submissions process, authors will first be asked to register an account through our Submissions Portal (OJS), with the option to link this account to ORCid. Account information will be kept private, and all submissions will undergo double-blind peer
review. As a result, authors must remove all instances of their names or other identifying information from their submissions, including from the file name of the entry.

After uploading their entries, authors will be asked to provide related metadata. This includes the entry title, an abstract, and a set of keywords. We ask that authors limit the number of keywords to five, and that they provide abstracts and keywords in both English and German.

Please reach out to the editors with any technical issues that arise prior to or during the submissions process. Our Production Manager will be happy to provide assistance.

General Formatting

The title of each entry should consist of the German-language concept and its English translation. The title should be centered and bolded; the German-language concept should also be italicized and capitalized, and the English translation should have standard capitalization and be set in parentheses: e.g., Begriff (Concept).

Subheadings should be centered, bolded, and preceded by one carriage return. The first two subheadings should read: Summary and Introduction. Specific section titles should follow the introduction. The last two subheadings should read Cross References and Works Cited and Further Readings.

All body text should be left-aligned and set in 12-pt. Times New Roman, with the exception of asides (see “Asides” below) and endnotes, which should be set in 10-pt. font. Body text should be double-spaced, with the following exceptions to be single-spaced: (1) the “Summary”, “Cross References”, and “Works Cited and Further Readings” sections, (2) block quotations, (3) endnotes, and (4) asides.

The first line of each section should be separated from the previous section by a carriage return and left-justified. All subsequent paragraphs in the section should be indented 0.5 inches. Prose quotations longer than 4 lines or 50 words and poetry quotations of 3 or more lines should be formatted as block quotations. (i.e., single-spaced and set off from the rest of the paragraph).

Where relevant, italicization is preferred to underline, except in the case of a URL. Do not introduce additional formatting such as full justification, page numbering, headers, footers, page breaks, or additional spacing between paragraphs, etc.

Summary

A single-spaced, one-paragraph Summary should follow the title. This should differ from the Introduction and offer a concise overview of the entry’s contents. Whereas entries are to be titled with their respective concept, each Summary should begin as follows: “The lexeme Xxx (xxx). . . .”, e.g., “The lexeme Begriff (concept). . . .”

NB: the metadata “abstract” may be a shortened version of the Summary.
Table of Contents

Immediately following the Summary, each entry should include a subsection titled Table of Contents, in which each section of the entry is enumerated in order, as in the following example:

1. Introduction
2. Subheading 1
3. Subheading 2
4. Subheading …
5. Notes
6. Cross References
7. Works Cited and Further Reading

Asides

Supplementary material that might otherwise have appeared in an explanatory or interpretive footnote may be included in the body of the entry as an “aside.” Asides will be rendered as collapsible windows in hypertext entries. In manuscripts asides should be preceded and followed by one carriage return, set in 10-pt. font, indented 0.5 inches to the left and right, and single-spaced, and set with outside borders for increased visibility. Each aside should include a title that is left-aligned, bolded, set in line with the text, and followed by a period. Paragraphs should be formatted like block quotations (see below). Asides should generally be concise; however, in the case of a multi-paragraph aside, one carriage return should separate paragraphs.

If a source is being cited for the first time in an aside, the Chicago Manual of Style form for “notes” should be used within the text of the aside, following the respective material (see “Citations and Endnotes” below for a link to CMS). If the source has been cited previously in the entry, the “shortened notes” form may be used. Endnotes should not be used for citations in asides; however, these citations should appear in the bibliography.

In accordance with its mission as a dynamic reference work, the GLPC welcomes authors to invite collaborative asides from scholars in relevant areas of study. If an aside is provided by someone other than the primary author, its author’s name and affiliation should be included in parentheses and italics at the end of the aside text, preceded by a carriage return.

Please consult the following example for aside formatting:
References to Goethe’s Dramas, Novels, Faust, and Autobiographical Writings

In order to facilitate finding quoted material in different Goethe editions, including translations, authors should introduce the quoted material by referring to: act and scene numbers for the dramatic works; line numbers for Faust and other texts in verse; book and chapter numbers for the novels; and chapters or subheadings for longer prose texts.

University Presses are abbreviated, e.g. Columbia UP. Page numbers should read: 354–72, 301–09, and 1147–289, etc., but 66–67.

See the final page of these guidelines for examples.

Links to other reference works and/or databases, cited with URL and/or DOI in accordance with the CMS, may be included (e.g., Goethe-Wörterbuch, Grimm, Goethes Werke, Stanford Encyclopedia of Philosophy, etc.).

Citations and Endnotes

In both its .pdf and its hypertext formats, the GLPC uses endnotes instead of footnotes. Endnotes should follow the Chicago Manual of Style.

A concise guide to CMS citation can be found at: https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html.

Cross References

Each entry should include a section of other GLPC concepts, listed in paragraph form, that are referenced in or relevant to the entry at hand. These cross references may include (1) GLPC entries already published and (2) concepts planned as future GLPC entries. Items in this list should be formatted as entry titles, e.g. BÉGRIFF (concept).

This section should be subheaded Cross References and be placed after the entry’s endnotes. Each cross reference will be hyperlinked to its respective GLPC entry upon digital publication of the manuscript.

Works Cited and Further Reading
This section will include all references from the endnotes, as well as references to sources that are not cited there. The works cited in this list should be cited according to the bibliographic format of the CMS.

Illustrations and Figures

Any illustrations, figures, and/or tables should be placed within the text at the appropriate points, rather than included in an appendix at the end.

Translation and Non-English Text

Accurate English translations should be provided for all non-English texts. *Faust* and other texts in verse (including individual poems) should be offered in prose renderings. Where up-to-date and accurate English translations of prose works are widely available, they may be used. If some revision of existing translations is necessary, authors should provide the reference, followed by, “revised by [initials of name].”

If a block quotation is followed by a translation, the translation should be preceded by one carriage return. Neither the block quotation nor its translation should not include quotation marks, and the translation should be enclosed in square brackets.

Unless they belong to an in-line or block quotation, German and other non-English words should be italicized. English translation should be given in parentheses directly following the first use of a non-English word in line. Titles should not be translated with special formatting, i.e. without italics, quotation marks, and/or capitalization.

Goethe Editions

We prefer citing Goethe according to the Frankfurt edition (FA) if possible. If a text is not available there, then authors should cite according to the Weimar edition (WA) or for the scientific writings, *Die Schriften zur Naturwissenschaft* (LA). Under no circumstances should Trunz’s Hamburg edition be used for citations.

NB: We are in the process of revising the text of these guidelines as they appear on the GLPC’s website. Please refer to this document until we let you know that the updates have been completed.

*Updated August 26, 2020.*