



Zeitschrift für Sozialen Fortschritt

Unabhängige Zeitschrift für Sozialpolitik

German Review of Social Policy

Author Guidelines

Original manuscripts should be sent in electronic form to Sandra Knorr (redaktion@sozialerfortschritt.de). The contribution must not already have been published in this form, or accepted for publication. The texts will be examined in the peer review process.

First page

The first page of the manuscript should contain the following information: title of the work, name of the author, institutional affiliation, address and summaries of the contribution in German and English of about 100 words as well as the translation of the title of the work and the specification of the JEL classification code.

Scope

Submitted original articles should be written in English or German (following the new orthography), and should not exceed 45,000 characters (with spaces) (including graphs and tables).

Citation

Citations should follow the rules of *American Citation*: The body copy should include (in parentheses) the *last name*, the *year* of publication, and optionally the *page number*. Use a *semicolon* to separate different sources, and a *forward-slash* to separate co-authors. For *more than two authors* of a single work, use “et al.”. The last name(s) of the author(s) are to be written in *italics*, but institutions and “et al.” is not. Table or figure notes should also be marked in *italics*.

Example:

1. Text text text text (*Schneider* 2000)
2. Text text text text (*Schneider* 2000; *Meier* 2010)
3. Text text text (*Schneider/Meier* 2011)
4. Text text text (*Schneider* et al. 2011)
5. „Text text text.“ (*Schneider/Meier* 2011, pp. 15)
6. Name in body copy: Text text text *Schneider* (2000) text text text.

7. For institutions: Text text text (AWO 2013)

Images

The contribution should be not contain colour graphics and illustrations. Image files must be submitted separately as an Excel file, as vector graphics in EPS format, or as a bitmap with a resolution of 1,000 dpi. The numbering should be done with Arabic numerals. If the text contains only one graphic or illustration, the numbering is obsolete.

Numbering

The numbering should be done exclusively with Arabic numerals. Please note the point setting:

1. Heading
 1. Subheading
 - 1.1.1 Subheading
 - 1.1.2 Subheading
 2. Subheading
 - 1.2.1 Subheading
 - 1.2.2 Subheading

Bibliography:

The *last name* is to be written in italics and separated by a comma from the abbreviated first name. The *first names* are not written in italics. *Institutions* are not written in italics. The *year* is enclosed in parentheses and (where relevant) listed in ascending chronological order. Where there is more than one publication in the same year, an "a", "b", and so on is added. The colon is followed by the *title*, any *subtitles* are separated by a full stop, all other additions are separated by commas. When listing several works of a single author, repeat the name. *Publishers* are not written in italics, and the title follows after a comma. All entries finish with a full stop. *Electronic citations* require the same information and need additionally the location of the online source as well as an accurate access date.

Example:

- Becker, U.* (1998): Brillen aus Luxemburg und Zahnbehandlung in Brüssel, NZS, S. 359-364.
- Becker, U.* (1999): Freizügigkeit in der EU – auf dem Weg vom Begleitrecht zur Bürgerfreiheit, EuR, S. 522-533.
- Becker, U.* (2003): The Challenge of Migration to the Welfare State, in: Benvenisti, E./ Nolte, G. (ed.), The Welfare State, Globalization, and International Law, Berlin u.a., S. 1-32.
- Böhm, R.* (2013): Stress – Das unterschätzte Problem frühkindlicher Betreuung, in: Harderthauer, C./Zehetmair, H. (Hrsg.), Bildung braucht Bindung, Argumente und Materialien zum Zeitgeschehen, Nr. 83, München.
- Bundesministerium der Finanzen (2011): Gemeindefinanzkommission – Ausgangslage und Ergebnisse; in: Monatsbericht 8.
- Falkner, G./Treib, O./Hartlapp, M./Leiber, S.* (Hrsg.) (2005): Complying with Europe, EU Harmonisation and Soft Law in the Member States, Cambridge.
- Menke, K./Klammer, U.* (2017): Mehr Geschlechtergerechtigkeit – weniger soziale Gerechtigkeit? Familienpolitische Reformprozesse in Deutschland aus intersektionaler Perspektive, Sozialer Fortschritt, 66(3-4): S. 213-228.
- Schulz-Nieswandt, F.* (2006): Sozialpolitik und Alter, Stuttgart.
- Schulz-Nieswandt, F.* (2010): Wandel der Medizinkultur? Berlin.
- Schulz-Nieswandt, F.* (2011a): „Europäisierung“ der Sozialpolitik und der sozialen Daseinsvorsorge? Eine kultursoziologische Analyse der Genese einer solidarischen Rechtsgenossenschaft, Berlin.
- Schulz-Nieswandt, F.* (2011b): Gesundheitsselbsthilfegruppen und ihre Selbsthilfeorganisationen in Deutschland. Der Stand der Forschung im Lichte der Kölner Wissenschaft von der Sozialpolitik und des Genossenschaftswesens, Baden-Baden.
- Schulz-Nieswandt, F.* (2011c): Öffentliche Daseinsvorsorge und Existenzialismus, Baden-Baden.
- Schulz-Nieswandt, F.* (2011d): Berufsgenossenschaften und Europarecht. Eine sozialökonomische Analyse, Berlin.
- Schulz-Nieswandt, F./Köstler, U.* (2011): Bürgerschaftliches Engagement im Alter, Stuttgart.
- Schulz-Nieswandt, F./Köstler, U./Langenhorst, F./Marks, H.* (2012): Neue Wohnformen im Alter. Wohngemeinschaften und Mehrgenerationenhäuser, Stuttgart (i. D.).
- Stettes, O.* (2016): Werkverträge – Empirie signalisiert: kein gesetzlicher Handlungsbedarf, IW-Kurzbericht 1/2016, <http://www.iwkoeln.de/infodienste/iw-kurzberichte/beitrag/werkvertraege-empirie-signalisiert-kein-gesetzlicher-handlungsbedarf-263081> [30.06.2016].