GUIDELINES
for Authors of «Metamorphoses of History»

This guide describes how to prepare contributions for submission. We recommend you read this in full if you have not previously submitted a contribution to «Metamorphoses of History». Papers must be submitted to the editorial board in the form of electronic documents prepared in Microsoft Word with the following parameters:

Font and Spacing: the usual font for «Metamorphoses of History» is Times New Roman and the size is always 14-pt. Single space your paper.

Margins: the standard margin size is 2 cm for all four sides. Text should be justified, indented 1.25 cm.

Please save Word documents using the file extension doc. Instructions to do this are as follows:
Select the Office button in the upper left corner of the Word 2007 window and choose «Save As»
Select «Word 97-2003 Document»
Enter a file name and select “Save”

The paper should not exceed 1 author’s sheet (40000 characters with spaces). Illustrations and figures must be presented as separate graphic files of *.tif or *.jpg format with resolution not lower than 300x300 dpi.

Papers for publication may be submitted to the editorial board in English or in Russian.

Please fill out and submit your Author Information which must include: first name, middle name, surname; contact information (telephone number and e-mail address) and Author Affiliation: include department, institution (full and short titles of place of work), position, academic degree, academic rank. Graduate students should give the name of their university.

Contribution for publication should include its title, abstract (300-500 characters, spaced), key words (up to 10 words or terms).
References in the text of the article should be given as footnotes. The usual font is Times New Roman and the size is 10-pt, single-spaced, justified, indented 1 cm, the author’s name should be given in italics. For example:

3 Ibid. P. 117.

When referring to an article in a book, a magazine, etc., the numbers of the first and last pages of the publication or specific pages to which a reference is made must be indicated. For example:


References to the works of Classical and Medieval authors are placed in the text in parentheses with the abbreviations of the name of the author and the title of works according to common rules, specifying the number of book in Roman numerals, whereas chapters and sections are given in Arabic. For example:

(Arrian. Anab. II.3.2,4.2–3; III.1.2)
(Oros. III.16.12)
(Greg. Tur. Hist. Franc. III.2; IV.1–3)

When using illustrations links to their sources should be given.

Contribution must be supplied with the list of used primary sources and secondary sources (books, articles) in alphabetical order, which include all the publications, which are referred to in the text.

A separate file with the list of abbreviations is required. For example:

Papers are evaluated by means of peer review. The paper may be accepted for publication without any further changes required from the authors, or it may be accepted for publication in principle once the authors have made some revisions in response to the referees' comments, the paper can be rejected with no offer to reconsider a submitted version, if it doesn’t correspond to subject area of this almanac or does not report original scientific research and is of no scientific importance.

Authors are responsible for the accuracy of facts, figures, citations, statistic data, proper names and any other information.

An example of formatting a paper is given below.

J. J. Johnson

Russia and the League of Arab States at the Modern Stage

At the present time the relationship of the Russian Federation (RF) and the League of Arab States (LAS), or Arab League, is characterized by a number of new trends. The article describes economic and political aspects of relations between Russia and the Arab League at the beginning of the XXI century. A special attention is paid to the process of globalization.

Key words: Russia, the Arab League, globalization, economics, politics.

The text of the article. The text of the article. The text of the article. The text of the article. The text of the article. The text of the article. The text of the article. The text of the article. The text of the article. The text of the article.
Primary sources

Secondary sources