Transfers Submission Guidelines

The editorial team welcomes contributions prepared as Microsoft Word or Rich Text Format (rtf) files and submitted using the online submission system: http://ojs.berghahnjournals.com/index.php/transfers/information/authors.

All article submissions should be based on the author's original, unpublished research. Articles should be **6,000 to 8,000 words** (including notes), although longer texts may be considered, with a maximum of five subheadings.

Submission and Review Process

Transfers is a refereed journal. Submissions are considered on the understanding that the article is not under consideration for publication elsewhere. Articles are sent to at least two scholars with relevant experience and expertise. Referees are asked to advise the editors whether the article should be published and, if so, with what recommended changes. The editors respond to the author with their decision, a list of any changes needed for publication and the anonymous referees' comments, or a summary thereof.

Publication

Manuscripts accepted for publication that do not conform to the style guide may be returned to the author for amendment. Manuscripts may also be returned if they are longer than the advised word length or if greater conciseness in the writing is required. The editors also reserve the right to alter usage to conform to the style guide issued by the publishers. Authors may not supply new materials or request major alterations following the copyediting stage, so please ensure that all text is final upon acceptance. Contributors may purchase print copies at a reduced price or purchase offprints.

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Articles must include placement and captions for all figures. Captions should include the title and/or description of the piece, the source (was it created by the author, someone else, scanned from a book?), and permission status (courtesy of...). If there is a requirement, ensure the correct permission wording is used.

For accessibility purposes, we also require alt text for all images. Alt text image descriptions help those with visual impairments understand the meaning of an image. When a screen reader reaches an image, it will read aloud the description. The user gets a sense of what that image is and its purpose in context. For help writing image alt test, please see our comprehensive guide here: https://www.berghahnbooks.com/uploads/authors/alt_text_101.pdf

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Research Funding

All research funding (often mentioned in the acknowledgments section) must not conflict with our embargo period outlined in the journal copyright transfer agreement. Prior to submission to Berghahn, authors need to establish the requirements of their funding, and if necessary, pursue the gold OA option for their article.

Have other questions about submitting your manuscript? Please refer to Berghahn's *Journal Author FAQs* for additional information.

Referencing and Style

The *Transfers* style guide uses *The Chicago Manual of Style (CMS)*. Please note that the journal uses US punctuation and spelling, following *Merriam-Webster's Collegiate Dictionary*.

Transfers follows the **endnote system**. Endnotes must include full bibliographic information on first citation, including a full page range for the work and the exact page for a quotation. Subsequent citations should provide last name(s) and a short-title form. Every quotation must be cited.

Reference List Examples

Book with one author/editor

First citation

Roy Wagner. *The Invention of Culture* (Chicago: University of Chicago Press, 1981), 128.

Subsequent citations

Wagner, *Invention of Culture,* 143.

Ibid., 164-171.

Book with multiple authors/editors

First citation

Lee Lemon and Marion Reis, eds., *Russian Formalist Criticism: Four Essays* (Lincoln: University of Nebraska Press, 1965), 154.

Subsequent citations

Lemon and Reis, *Russian Formalist Criticism*, 86.

Book Chapter

First citation

Michael Allen, "The Impact of Digital Technologies on Film Aesthetics" in *The New Media Book*, ed. Dan Harries (London: BFI, 2002), 109–118, here 110.

Subsequent citations

Allen, "The Impact of Digital Technologies on Film Aesthetics," 114.

Journal Article (must include DOI)

First citation

Andrea Sabbadini, "Cameras, Mirrors, and the Bridge Space: A Winnicottian Lens on Cinema," *Projections* 5, no. 1 (2011): 17–30, here 21, https://doi.org/10.3167/proj.2011.050103.

Subsequent citations

Sabbadini, "Cameras, Mirrors, and the Bridge Space," 26.

Translations

First citation

Julio Cortázar, *Cronopios and Famas*, trans. Paul Blackburn (New York: Phaidon, 1969), 37.

Subsequent citations

Cortázar, *Cronopios and Famas,* 112.

Non-English publications

Please transliterate all titles of works written in languages that use non-Latin alphabets

First citation

Henryk Wereszyncki, *Koniec sojuszu trzech cesarzy* [The end of the Three Emperors' League] (Warsaw: PWN, 1977), 145.

Pingyuan Chen, *Qiangu Wenren Xiake Meng* [A time-honored knight's dream of

literatis] (Beijing: Xinshijie Chubanshe, 2002), 160.

Subsequent citations

Wereszyncki, *Koniec sojuszu trzech cesarzy*, 182.

Chen, *Qiangu Wenren Xiake Meng*, 93.

Article in a newspaper or magazine

First citation

Kevin C. Johnson, "Dissecting Torture," *St. Louis Post-Dispatch*, 26 October 2007, 12.

Subsequent citations

Johnson, "Dissecting Torture," 14.

Paper presented at a meeting or conference

First citation

Tomi Luostarinen, "Demystifying 2D to 3D Conversions" (paper presented at fmx conference, Stuttgart, 4 May 2010).

Subsequent citations

Luostarinen, "Demystifying 2D to 3D Conversions".

Archive materials

First citations

Claudia Dedyk, Linguistics Memos, Rossiskii Gosudarsvenyi Isoricheskii Arkhiv (RGIA), fond 1129, opis 1, delo 491 (11 February 1933), 74–83.

Egmont Manuscripts, Phillips Collection, University of Georgia Library, Athens (n.d), 157.

Subsequent citations

RGIA 1129-1-491, 81.

Egmont Manuscripts, 36.

Websites and blogs

Access dates must be provided where no date of publication is available.

First citations

Ruth Marshall, “Falling on the Sword of the Spirit,” *Immanent Frame*, 28 February 2011, https://tif.ssrc.org/2011/02/28/falling-on-the-sword-of-the-spirit.

WHO (World Health Organization), “Committee on Technical Barriers to Trade—Notification—Mexico—Tequila,” http://docsonline.eto.org/TBT/Notif.00/168 (accessed 9 April 2000).

Subsequent citations

Marshall, “Falling on the Sword of the Spirit.”

WHO, “Committee on Technical Barriers to Trade.”

Online video

First citation

Arthur Rubinstein, “Rachmaninoff Piano Concerto No. 2, Op. 18, I Moderato,” Video, 10:12, uploaded 8 November, http://www.youtube.com/watch?v=0Vv0Sy9FJrc&list=PLDB11C4F39E09047F.

Subsequent citations

Rubinstein, “Rachmaninoff Piano Concerto No. 2.”

Book reviews

If you are submitting a book review for publication, please provide a citation for all works being reviewed in the following format:

Turner, Mark, ed. *The Artful Mind: Cognitive Science and the Riddle of Human Creativity*. New York: Oxford University Press, 2006, xvi + 314 pp., $35 (hardback).

For more help with references, please see the full style guide here:
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Article Submission Checklist

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    - An **abstract** of 125 words that is a summary or overview of the entire article, and does not duplicate verbatim sections of the main text;
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    - **Full article text**
    - **Acknowledgements**, including any funding details
    - A **bio** of no more than 100 words for each author (including an ORCID and institutional affiliation if applicable);
    - Complete **contact information** for each author (mailing address, phone number, and email);
    - **Endnotes/references** (please ensure that your references match the style of the journal)
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        - Superscript note reference numbers/asterisks should not be placed on article titles, headings, abstract, epigraphs, or contributor names.
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- ☐ All figures should be submitted as individual files in high-resolution (300 dpi) and labeled.
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