

GUIDELINES FOR AUTHORS SUBMITTING ARTICLES TO *KWARTALNIK FILMOWY*

We accept articles (6 000-10 000 words for an article; in Polish or in English language) concerning subjects as announced in Call for Papers, as well as articles not strictly connected with the main topic of the volume, especially if they are related to history of Polish cinema, film theory or issues from the area of film and media studies that are underresearched so far. We also accept reviews of the books on film published in Poland or concerning Polish cinema and media (1600-2500 words for a review).

Kwartalnik Filmowy will accept only original, previously unpublished papers (the only exception of this rule are the translations) that are not being considered for publication by other publisher and do not infringe on copyrights of third parties. By submitting an article, the author consents to having the article checked for plagiarism and assessed through double blind peer review. The journal does not charge any fees to authors.

In relation to all submitted articles that are considered for publishing, the editors of *Kwartalnik Filmowy* use procedures aimed at detecting ghostwriting, guest authorship, plagiarism and autoplagiarism.

Editors of *Kwartalnik Filmowy* will not accept an article unless it is accompanied with an abstract, keywords (separated with hard returns), an author's bio, and an APA style reference list. The reference list should include only those scientific studies that have been directly cited in the text or that form the basis of the methodology used in the text.

The abstract of about 200 words should state the thesis of the article, briefly describe the methodology, set the problem in the context of recent research and present the most important findings. We suggest using in your abstract all submitted keywords in order to make the article easier to find for those interested in its subject matter.

The submitted article should be accompanied with an appropriate bibliographic note if the text is a part of a larger whole prepared for publication; due to the specificity of the publishing cycle of *Kwartalnik Filmowy*, authors should inform the editors in advance about their intention to include the article in question in their prepared books, monographs, etc.

The article needs to comply with our style guide as described below. The submission may be rejected or returned to author that does not adhere to these guidelines.

Text formatting

- acceptable formats: .doc, .docx or .rtf (with pagination)
- font: 12-point Times New Roman, 1.5 spaced, with 2.5 cm margins on all sides
- titles of journals, books, films in italics, titles of articles and chapters in quotation marks
- filmographic data (films and TV series) according to the pattern: *Title of Film* (dir. first name and last name, year); *Title of Film (Original Title of Film)*, dir. first name and last name, year); *Title of TV Series* (name of broadcaster, year); *Title of TV Series (Original Title of TV Series)*, name of broadcaster, year)
- citations in italics; within quotations, any internal citations, titles, emphasis or metaphorical expressions – with quotation marks (inward order: “aaa”, »aaa«, ‘aaa’)
- brackets in inward order: (a), /a/, [a], {a} – this applies, for example, to the date of production of the film, if there is a reason to give it in brackets
- titles/names of research grants, projects or programmes carried out by the authors – with inverted commas (not italicized)
- for highlighting of a word in the text use spaced out fonts, 4 points; do not use bold fonts or italics
- in book reviews, page references to the reviewed publication should be given in the main text, in brackets (not in a footnote), e.g.: *The historian need not confine himself to the study of past life* (pp. 187-188).

Footnotes

Bibliographic records in footnotes (Chicago Style) differ from bibliographic records in reference list (APA Style). Footnotes should be prepared according to the following templates.

From a book: first name initial and last name, title in italics, trans. first name initial and last name (if applicable), publisher, place and year of publishing, page number(s), e.g.:

- J. Silbergeld, *China into Film*, Reaktion Books, London 1999, p. 76.
- H. Lefebvre, *The Production of Space*, trans. D. Nicholson-Smith, Blackwell, Oxford 1991, p. 124-143.

From a work in an anthology or a chapter in an edited book: first name initial and last name, title in quotation marks, trans. first name initial and last name (if applicable), “in:”, title of the book in italics, editor name(s) (with initial of the first name), publisher, place and year of publishing, page number(s), e.g.:

- V. Porter, “Film Education During the 1970s”, in: *British Film Culture in the 1970s: The Boundaries of Pleasure*, eds. S. Harper, J. Smith, Edinburgh University Press, Edinburgh 2013, p. 64.
- J. Epstein, “On Certain Characteristics of Photogénie”, trans. T. Milne, in: *The Religion and Film Reader*, eds. J. Mitchell, S. Brent Plate, Routledge, New York – London 2007, p. 49-53.

From an article in a journal: first name initial and last name, title in quotation marks, trans. first name initial and last name (if applicable), title of the journal in italics and year of publication, volume number (if applicable), issue number (or the date of publication), page number(s), e.g.:

- T. Kotonen, “Nostalgia, Community and Resistance: Counter-Cultural Politics in a Finnish Skinzine”, *Journal of European Popular Culture* 2019, vol. 10, no. 2, p. 127.
- G. Portokalos, “Filmmakers on Actors”, trans. J. Smith, *Cinema Zoom* 3.12.1999, vol. 3, p. 26-27.

From a book containing quotations from other sources, e.g.:

- N. Dennis, “In Dispraise of Political Trust”, in: *Public Participation in Planning*, eds. W. Sewell, J. Coppock, Wiley, London 1977, cited in: P. Malpass, “A Reappraisal of Byker. Part 2”, *Architects’ Journal* 16.05.1979, p. 1014.

From the Internet: first name initial and last name, title in quotation marks, title of the source (journal, website, etc.) in italics, link to the website, date of access in brackets, e.g.:

- A. Wiśniewski, “Film i telewizja”, *Czasopismo Filmowe*, <http://www.czasopismofilmowe.pl> (accessed: 26.04.2011).

From a podcast: first name initial and last name, episode title in quotation marks, date of publication, “in:”, title of the podcast in italics (podcast), produced by, direct link to the resource, date of access in brackets, e.g.:

- J. Fischer, A. Kinsey, “Episode 17: Booze Cruise with Greg Daniels”, 26.02.2020, in: *Office Ladies* (podcast), produced by Earwolf, J. Fischer, A. Kinsey, <https://officeladies.com/transcript-ep-17-booze-cruise> (accessed: 4.09.2023).

- B. Baumgartner, “Greg Daniels – Pt. 1”, 9.02.2021, in: *Off the Beat with Brian Baumgartner* (podcast), produced by iHeartRadio, B. Baumgartner, <https://www.iheart.com/podcast/1119-off-the-beat-with-brian-b-77030510/episode/greg-daniels-pt-1-77390613/> (accessed: 30.10.2023).

From YouTube: channel name, title in italics, direct link to the resource, date of access in brackets, e.g.:

- Comunicação PUC-Rio, *Cine Debate: “A Febre”*, https://www.youtube.com/watch?v=cBbwZ_p29iQ (accessed: 8.08.2023).

From archival sources: name of the archive or institution, name or title of the resource in italics, archival reference catalogue number, folder number, chart number, page number (if applicable), direct link to online resource (if applicable), e.g.:

- The Archives of Modern Records, *Records of the Central Control Office of the Press, Publications and Public Performances*, ref. AMR-378-X, folder 45, ch. 6, p. 3.
- Zakopane City Archive, *Population Records from 1939-1945*, ref. ZCA-III.975.D, <http://www.archiwumzakopanego.com> (accessed: 5.12.2017).

Abbreviations in footnotes, e.g.:

- quotations from an already mentioned work: H. Lefebvre, op. cit., p. 89.
- several quotations in a sequence from the same book: Ibidem, p. 78.
- quotations from the above cited author: Idem, *The Making of the English Working Class*, Penguin Books, London 2013, p. 99.

Latin bibliographic abbreviations: ibidem, idem, eadem, eidem, eaedem, op. cit.

Illustrations

All the illustrations along with their descriptions should be sent in separate files (.tiff, .jpg, .bmp or .png format, 300 DPI). The author will need to declare the readiness to clear permission for their reproduction with the copyright holders.

Checklist before submission

As part of the submission process, authors are required to check off their submission’s compliance with all of the following items, and submissions may be rejected or returned to authors that do not adhere to these guidelines.

- The article has not been published before and is not currently being considered for publication in any journal or publishing house.
- The text is submitted in .doc, .docx or .rtf format.
- The text is formatted according to the journal’s guidelines.
- Author’s affiliation and ORCID number are submitted.
- Each illustration must be submitted separately at the same time as you submit your article. The author will need to clear permission to use illustrations in copyright before submission.
- The author submits abstract (in English), keywords, reference list (APA style, including the DOI numbers, if possible, also as a separate file in .doc, .docx or .rtf format) and author’s bio. Without providing them (and enclosing the file with the reference list) the author is unable to complete the submission process.

Copyright and license

The author grants the publisher a royalty-free non-exclusive licence ([CC BY 4.0](#)) to use the article in *Kwartalnik Filmowy*, retains full copyright, and agrees to identify the work as first having been published in *Kwartalnik Filmowy* should it be published or used again ([download licence agreement](#)). The journal is published under the [CC BY 4.0](#) licence. By submitting an article, the author agrees to make it available under this licence.

In issues from 105-106 (2019) to 119 (2022) all articles were published under the [CC BY-NC-ND 4.0](#) licence. During this period the authors granted a royalty-free non-exclusive licence ([CC BY-ND 4.0](#)) to use their article in „Kwartalnik Filmowy”, retained full copyright, and agreed to identify the work as first having been published in our journal should it be published or used again.

Self-archiving

We encourage authors to self-archive publisher's version of the article on Internet, that includes personal or institutional websites and academic repositories, after publication, while providing bibliographic details (with DOI) that credit its publication in this journal.

The editors reserve the right to make corrections and/or abbreviations to the submitted articles.