

SUBMISSION GUIDELINES FOR PAPERS AND REVIEWS

Contributions to Oriental Philology

Contributions to Oriental Philology is one of the oldest journals in Bosnia and Herzegovina, launched in 1950. The journal promotes the work of scholars in the field of oriental philology, along with research in the field of Arabic, Turkish and Persian languages and literatures in these languages. When selecting the papers to be published, the editorial board is guided by the principle of promoting a scientific approach and originality in interpreting events and phenomena in the general and the cultural history of Bosnia and Herzegovina in the period of Ottoman rule in the region, promoting transliteration and translation of historical sources, archival and literary sources, linguistic features of the sources, and their theoretical elaboration. Also, the journal may publish other papers from related fields of scholarly research: Arabic, Turkish and Persian language and literature in these languages, Islamic tradition, art, culture and civilisation.

Categories

Papers submitted to the Editorial Board for publication may be categorised as:

- original scientific paper

An original scientific paper comprises the very first publication of original research, with methodological consistency and reliability of analyses and conclusions.

- sources and contributions

- discussions

- critical, expert and informative presentations and reviews of books and periodicals from relevant disciplines of scholarly work

Thematic classification and sequence:

Categorisation and thematic classification of papers submitted for publication is as follows:

Original scientific papers

A. Language (Arabic, Persian, Turkish, Bosnian (*alhamijado*))

B. Literature in Arabic, Persian, Turkish, Bosnian (*alhamijado*).

(Since literary texts provide interpretations of different content, from didactic-theological and worldly, tasawwuf and philosophical, logical, moral, literary styles and narrative history, to lexicography, the section on literature may include all these disciplines.)

C. General history

D. Cultural history (art history)

E. Sources and contributions (language, literature, history, cultural history)

F. Critical, expert and informative presentations and reviews (papers, books or collections from all the relevant fields)

Scope and style of the papers

Papers may not exceed 32 pages (1800 characters per page) and may include facsimiles of the original texts (not exceeding the prescribed length). Papers are submitted in print and electronic format, as follows:

Format: MS Word .doc or .docx

Font: Times New Roman 12 pt.

Spacing: 1.5

Paper size: A4

Margins: 2.5 cm

Title: Uppercase bold, headings: petit bold

In-text emphasis: italic or spaced

Alignment: left

Do not edit headers or footers, do not use other styles.

Pages must be numbered.

Transliteration: varieties of ZDMG.

Appendices (facsimiles, tables, charts, drawings and photographs) are submitted separately (in a separate document, electronically). Appendices are numbered and must be referred to in the text, at the place where they are to be positioned in the text. A list of headers for all the facsimiles, tables, charts, drawings and photos must be listed on a separate sheet. The quality of facsimiles and photographs must meet the graphic reproduction standards (adequate resolution and adequate quality).

Structure of the papers

- Title of the paper
- Summary (no more than 300 words) and key words (no more than 7 clear notions indicating the content, for easier indexing)
- Body of the text, under headings with no numbering
- Conclusion
- Appendices (with a list which includes notes on the place in the text)
- A list of sources and literature (alphabetical, by the author's last name)

Citations – for better layout, the Vancouver (numbered) citation and referencing style is preferred.

Books:

The first referencing should include a full note: author's first and last name, *book title*, publisher, place, year of publication, pages cited (with no page abbreviation).

Examples: Hazim Šabanović, *Književnost Muslimana BiH na orijentalnim jezicima*, Svjetlost, Sarajevo 1973, 72–76.

Fehim Nametak, *Pojmovnik divanske i tesavvufske književnosti*, Orijentalni institut u Sarajevu, Posebna izdanja, Sarajevo, 2007, 173.

In case of several authors, names are separated by a comma (first and last name, first and last name, ...). When the same source is referred to again, an abbreviated form is to be used (initial and last name, *short title*, pages cited). Example: F. Nametak, *Pojmovnik*, 129.

Bibliography listing is different: last name followed by the first name. In case of several authors, the names are separated by a semicolon (last name, first name; last name, first name).

Example: Sarajkić, Mirza, *Gazeli Ahmeda Hatema Bjelopoljaka na arapskom jeziku*, Orijentalni institut u Sarajevu, Sarajevo, 2011.

Texts from journals:

The first reference should include: first and last name, “text title”, *journal title*, year / Vol., place, year, pages cited. Notes include pages that the reference relates to, and bibliography includes the page range of the entire text.

Example: Šaćir Sikirić, “Dīvān Mehmed Rešīda”, *Prilozi za orijentalnu filologiju i istoriju jugoslovenskih naroda pod turskom vladavinom*, VI– VII/1956–57, Sarajevo 1958., 69.

Collections, proceeds and chapters in group publications:

The first referencing should include: first and last name of the author, “paper/ chapter title” in: *publication/collection title*, edited by first and last name, publisher, place, year, pages cited. Bibliography listing should include: author’s last, first name, “paper/chapter title” in: *publication/collection title*, first and last name, editor, publisher, place, year of publication, page range of the text cited.

Encyclopaedic sources are cited in the same way.

Web pages and other internet sources:

The same rules apply for internet sources, with an obligatory inclusion of the date of access to the content cited.

Unpublished archival sources and manuscripts:

When citing archives, the first referencing and the list of sources must include: place, archive name, archive collection, signature.

Example: Istanbul, Başbakanlık Osmanlı Arşivi, Tapu Tahrir Defteri (BOA, TD) 5, 138 and 304;

Further referencing of the same archive includes an abbreviated name of the archive, the collection and the source, and the page number. Example: BOA, TD 5, 149.

When citing manuscripts, the first referencing includes: name of the author - Mahlas, *title*, Library / Manuscript Collection / Archive, signature, copy year if known, place, page cited. Further referencing includes: author, *title*, page/folio.

In case of several signatures (old and new) of the manuscript/document, all the signatures indicated in the document are cited.

4 b. Languages

Contributions to Oriental Philology include papers in Bosnian, Croatian, Serbian, English, Turkish, Arabic, Persian, French and German.

About the author(s)

Name and other relevant data about the author (academic title, title, name and address of the institution – if affiliated, e-mail address) should be submitted in a separate document, with a statement on ethical responsibility and absence of any conflict of interest based on the Best Practice Guidelines by the Committee on Publication Ethics (COPE), available on the web page of the Oriental Institute of the University of Sarajevo.

With this statement and his/her signature, the author guarantees authorship, originality, proper citing and referencing, objectivity of research, absence of any conflict of interest, and the fact that the paper was not previously published in any other language nor submitted elsewhere for publication.

Reviews

The journal applies double anonymity in reviewing submissions. Papers are reviewed by two reviewers, critical analyses and reviews by a single one.

Publication requirement: a positive review by both reviewers, author's acceptance of suggested changes and improvements by the reviewers.

Editorial Board contacts

All the papers marked "Za POF" should be submitted in print and electronic format, to the following address:

Orijentalni institut u Sarajevu, Ul. Zmaja od Bosne 8b – Kampus Univerziteta,
71 000 Sarajevo, and the e-mail address: redakcija.pof68i69@ois.unsa.ba

The submission should also include:

- first and last name, address, name and eiders of the institution, e-mail address of the author,
- author's statement on ethical responsibility and absence of any conflict of interest, signed (form available from the web page of the Oriental Institute of the University of Sarajevo).

Manuscripts and annexes are not returned.