

# **Manuscript Guidelines for submission in *Kriminologisches Journal***

*The editors would like to ask anyone interested in publishing their work in  
Kriminologisches Journal to adhere to the following guidelines:*

1. The journal *Kriminologisches Journal* (KrimJ) represents the tradition of critical and reflexive social science, which the working group of young criminologists (AJK) adapted to German criminology in the 1960s. The journal publishes theoretical and empirical contributions, research on social institutions and on the politics of exclusion and social control (by courts, police, security organizations, social work, and mass media), work on the dynamics of everyday conflicts and on forms of individual resistance.
2. The journal is published quarterly in February, May, August, and November. Each issue contains approx. 80 pages. At least one issue per year is a themed issue or emphasis issue. Whereas emphasis issues contain, at a minimum, two to three connected contributions, themed issues exclusively contain contributions discussing the issue's subject area, if possible complemented by relevant book reviews, research reports, or interviews. Themed issues are edited by members of the editorial council members, partially in cooperation with guest editors.
3. The editorial team supervises and produces each edition of KrimJ. The managing editors and primary contacts are currently Prof. Dr. Tobias Singelstein ([tobias.singelstein@rub.de](mailto:tobias.singelstein@rub.de)) and Dr. Simon Egbert ([simon.egbert@tu-berlin.de](mailto:simon.egbert@tu-berlin.de)).

Issues generally contain the following sections:

## Articles

Articles are independent empirical, theoretical, or method-centered contributions in a criminological subject area. Articles should not exceed 45,000 characters (spaces, footnotes, summary and works cited included) or 5,500 words. The contents of tables and images also count towards that goal. The finished text should not exceed 15 pages. Each article contains two abstracts of five to ten lines each, once in English, once in German, which summarize the main theses, content, and conclusion of the contribution, as well as three to eight keywords in German and English each.

## Notations

Notations are contributions that take up central questions, topics or gaps in (critical) criminology, present them in their previous treatment and examine their applicability to current developments. Manuscripts in this section should not exceed 9 pages (approx. 27,000 characters including spaces).

## Discussion papers

The discussion section contains contributions that elaborate on a topic of contemporary criminological or criminal policy discourse. Contributions should not exceed 6-8 manuscript pages (16,500-22,000 characters, spaces included).

### Research reports and reports from scientific practice

This section covers news on current or finished empirical research in criminology, as well as scientifically relevant reports on criminological practice. Manuscripts in this section should not exceed 6-8 pages (16,500-22,000 characters, spaces included).

### Conference reports

On occasion, the journal will report on criminological conferences. Authors should limit their reports to the most important, especially newest, insights and content of the conference. The reports should not exceed three manuscript pages (8,250 characters, spaces included).

### Book reviews

The journal publishes reviews of interesting German and international releases in criminology. Reviews are generally initiated by the editorial staff and should not exceed three manuscript pages (8,250 characters, spaces included).

Review titles follow the bibliographical information format of:

Author. Title. Subtitle. (Place: Publisher) Year, page information. Retail price.

Example: Louise Amoore: The Politics of Possibility. Risk and Security beyond Probability. (Durham, NC: Duke University Press) 2013, 232 pages. €66.

Book Reviews should not contain footnotes. If the author deems the citation of additional works indispensable, a limit of three should be adhered to.

The reviewer's name is published at the end of the review, in italics and aligned right.

(Review copies of books are requested at the address of the editor responsible for reviews. This is currently Dr. Simon Egbert, Technische Universität Berlin, FH 9-1, Fraunhoferstr. 33-36, 10587 Berlin. E-mail: [simon.egbert@tu-berlin.de](mailto:simon.egbert@tu-berlin.de)).

### Information section

This section collects conference notices and other news.

4. The journal only publishes original contributions. Previously published manuscripts or manuscripts under simultaneous consideration with other journals are not eligible to be published in KrimJ. This includes online publications.
5. Manuscripts for consideration with KrimJ should be formatted in **Times New Roman, 1.5-spaced**, including footnotes and works cited section. The text should count the total number of characters and print this number at the end of the manuscript (including spaces, footnotes, works cited, and abstracts).

Please adhere to the following **order of formatting**:

- First and last name of the author, 14 pt. font, aligned left;
- Title in 16 pt., bold, aligned left; subtitle in 14 pt., aligned left;
- Translated title (in German); 14 pt, aligned left

- English and German abstract, 3-8 keywords (in English and German) in 12 pt., in italics, aligned left.<sup>1</sup>
  - Manuscript text in 12 pt., aligned left; headlines within: first level headlines 14 pt., in italics; second level 12 pt. bold; third level 12 pt. in italics. Emphases in italics only (no bold text, no underlined text, no letterspaced text, no quotation marks for emphasis); footnotes in 10 pt., aligned left.
  - Works cited in 11 pt., aligned left; hanging indent, 0.5 cm.
  - Author's office address (first name; last name; institution, street address with zip and city, e-mail address) in 12 pt., aligned left.
6. **Annotations** are published as footnotes at the end of each page and are consecutively numbered throughout the article. Please use automatic footnote numbering. **Page numbers** should be automated as well. Please deactivate any other automation (syllable division, format templates, title numbering, etc.)
  7. **Headings** are identified by main and sub-headings according to font size and are not numbered
  8. **Images** and **figures** should be used sparingly. Please annotate figures and images in Times New Roman. The width of the print area is exactly 11.3 cm; please mind this limitation when formatting images and figures.
- Please submit images as separate files in their source format (.tif, .jpg, .pdf, or .eps, Excel- or PowerPoint files; please reserve PowerPoint files for black-and-white images).
- Please do not simply paste .tif or .jpg-files into a separate word file, as this practice will lead to significant loss of quality. Image resolution should not fall short of 300 dpi for color images, 600 dpi for black and white images.
- The publisher will reformat tables in typesetting. For this reason, it is advised to use as little formatting as possible in their original creation while keeping in mind the 11.3 cm limit.
- Please mark the position of the table or image in the original text. Annotation such as "figure 1" should not be part of the image but rather appear as a headline within the text.
9. You are free to use either **British or American English**. The chosen variety must be used consistently.
  10. The journal only accepts submissions in **Word format**.
  11. In-text citations should be in brackets without emphasis (no italics, bold face, or all caps) and include the author's last name, the year the cited source was published, and page cited. Separate year and page with a colon. If there are more than three authors, give only the surname of the first, then "et al."

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<sup>1</sup> The editorial team is happy to assist you in translating your abstract and keywords into German.

Examples: (Simon 2007: 136); (Hess/Scheerer 2004); (cf. Sack 1993; Schmidt-Semisch 2002); (Cornel et al. 2010).

Citations spanning more than four lines should

- be indented (1cm), single-spaced
- end on a period before the citation. Ex.: xxxxxxxx. (Schmidt 2004: 13)

12. “Double **quotation marks**“ are used for citations within the text (up to three lines) as well as for articles and headlines of works cited; ‘single quotation marks’ are used for citations within citations. Allusions and terms used ironically can be marked by double quotation marks.
13. Please use **gender-sensitive language** when referring to persons and functions.
14. Please write **names** of people and institutions in italics.
15. Please format the **bibliography** as follows:

Family name, Surname, Year of publication in brackets. If there are more than three authors, give only the name of the first, then "et al.".

Then follow these templates:

Monograph:

Garland, David (2001): The Culture of Control. Crime and Culture in Contemporary Society, Oxford.

Contribution in edited volume:

Sack, Fritz (1993): Kritische Kriminologie, in: Kaiser, G. et al. (Hg.): Kleines Kriminologisches Wörterbuch, Heidelberg, 329-338.

Journal article:

Brown, Jeffrey/Lippert, Randy (2007): Private Security’s Purchase: Consumers’ Imaginings of a Security Patrol in a Canadian Residential Neighborhood, in: Canadian Journal of Criminology and Criminal Justice 49 (5), 587-617.

Please use the journal’s full title. Limit citation to volume number unless each issue is separately paginated.

In case the article cites multiple pieces by the same author, use lowercase lettering to differentiate them, i. e., 1993a, 1993b, etc.

Institutional authors:

AUSTRAC (2004): The Extent of Money Laundering in and through Australia in 2004, Canberra.

HMIC (2014): Policing in Austerity. Meeting the Challenge.

<<http://www.hmic.gov.uk/wp-content/uploads/policing-in-austerity-meeting-the-challenge.pdf>> [03.01.2015].

Internet sources:

Include date of access [DD.MM.YYYY], e. g. <<http://www.krimj.com>> [15.12.2018]

Newspaper articles:

Mathias, Christopher (2014): Calls To End 'Broken Windows' Policing In NYC Get Louder After Garner Decision, in: The Huffington Post, 11. Dezember.  
[http://www.huffingtonpost.com/2014/12/11/broken-windows-eric-garner-protests\\_n\\_6311434.html](http://www.huffingtonpost.com/2014/12/11/broken-windows-eric-garner-protests_n_6311434.html) [03.01.2015].

Martens, Michael (2015): Hafen der Schlepperbanden. Die türkische Stadt Mersin hat sich zu einer wichtigen Operationsbasis für Menschenmuggel entwickelt – das ist kein Zufall, in: Frankfurter Allgemeine Zeitung, 5. Januar, S. 3. 15.

16. **Submission of manuscripts:** Manuscripts should be sent to the e-mail addresses of the managing editors. These are currently Prof. Dr. Tobias Singelstein ([tobias.singelstein@rub.de](mailto:tobias.singelstein@rub.de)) and Dr. Simon Egbert ([simon.egbert@tu-berlin.de](mailto:simon.egbert@tu-berlin.de)).
17. **Peer-Review:** As a matter of policy, all manuscripts considered for publication will be peer reviewed (double blind peer review).
18. The editorial office will acknowledge the receipt, internally evaluate whether it is suitable for the journal and discuss further steps (editorial rejection or initiation of peer review). If the editors decide to start the manuscript's peer review process, the final decision may include a revise and resubmit request to the author.

The reviewers are urged to evaluate the manuscript taking account of the following **review criteria:**

- 1) Relevance of the topic of the paper and appropriateness of the approach.
- 2) Research Question
- 3) Quality of theoretical analysis
- 4) Empirical papers only: Soundness of methodology/methods
- 5) Strength of the argument/Clarity of the direction of the paper
- 6) Clarity of the organisation/Structure of the paper
- 7) Writing style

The editors reserve the right to re-initiate a peer review after the original one was rejected or to reject a text that was insufficiently revised. We will send each author manuscript proofs before final print.

19. **Authors' short biographies:** In case a manuscript is accepted, we will ask authors to provide a short biographical note. Biographical notes appear in a special section at the end of the journal and generally include the following information: Name, first name, academic title, current employment, city, research interests and emphases, latest publications.
20. **Author copies:** Each author will receive three free issues containing their contribution; in case of multiple authors, each author will receive two free issues. Book reviewers generally receive one free issue.

Last updated: June 2019.