**INSTRUCTIONS FOR AUTHORS**

Journal *Ibero-Americana Pragensia* is a peer-reviewed scientific journal published twice a year.

**Submissions**

We accept only original text based on own research of maximum 54,000 characters (the materials and short studies of 36,000 characters). Please, use left align only, Times New Roman, font size 12 in text and 10 in note, line spacing 1,5, make an “enter” at the end of a paragraph. For notes, please use the standard MS Word footnote system.

Please, include a summary of the work in Spanish (or other language used) and English (up to 400 characters), keywords (separated by semicolon) and bibliography at the end of the text together with a brief information about the author, his name and surname, affiliation, research interests and email address.

In brief: summary and keywords in the language of the submitted text as well as in English, bibliography and brief information about the author.

Citations and bibliography must follow the instructions provided.

**FOOTNOTE REFERENCING STYLE**

References to pieces of works cited appear in reduced form.

**Monographs**

Name SURNAME, *Title of the book*, place of publication and year, pagination.

Miroslav HROCH, *Social Preconditions of National Revival in Europe. A Comparative Analysis of the Social Composition of Patriotic Groups among the Smaller European Nations*, Cambridge 1985, p. 48.

**Documents and old prints**

Name SURNAME [of author], *Title of the book*, place of the publication, Name Surname [of printer], year, pagination.

Alonso MOLINA, *Confesionario breve*, *en lengua castellana y mexicana*, Ciudad de México, Antonio de Espinosa, 1565, p. 28.

Repeated reference:

SURNAME, *Title of the book to the first noun*, pagination.

HROCH, *Social Preconditions*, p. 48.

MOLINA, *Confesionario*, p. 28.

The references of different authors and pieces of works separate by semicolons.

**Studies in collective monographs (or proceedings)**

Name SURNAME [of author], “Title of the study”, in: Name Surname [of editor] (ed./eds.), *Title of the monograph or proceedings*, place of publication and year, pagination.

María Dolores GONZÁLEZ-RIPOLL, “Entre la adhesión y el exilio: trayectoria de dos cubanos en una España segmentada”, in: José A. Piqueras (ed.), *Las Antillas en la era de las luces y la revolución*, Madrid 2005, p. 343.

Bernd HAUSBERGER, “El padre Joseph Stöcklein o el arte de inscribir el mundo a la fe”, in: Karl Kohut – María Cristina Torales Pacheco (eds.), *Desde los confines de los imperios ibéricos: Los jesuitas de habla alemana en las misiones americanas*, Madrid 2007, pp. 120–130.

Repeated reference:

SURNAME, “Title of the study or contribution to the first noun”, pagination.

GONZÁLEZ-RIPOLL, “Entre la adhesión”, p. 343.

HAUSBERGER, “El padre”, pp. 120–130.

**Journal Articles**

Name SURNAME, “Title of the article”, *Name of the journal* and number, place of publication and year, pagination.

Bohumil BAĎURA, “Apuntes sobre los orígenes del comercio vidriero entre Bohemia y México (1787–1839)”, *Historica* IX, Praha 1964, pp. 69–134.

Repeated references will appear as follows:

SURNAMES, “Title of the article to the first noun”, pagination.

**Journal Supplements**

Name SURNAMES, *Title of the book* (=Title of the supplement and number), place of publication and year, pagination.

Sigfrido VÁZQUEZ CIENFUEGOS (coord.), *Poder y conflictividad social en América Latina* (=Ibero-Americana Paragensia, Supplementum 44), Praha 2016, p. 144.

Repeated reference:

SURNAMES, “Title of the book to the first noun”, pagination.

VÁZQUEZ CIENFUEGOS (coord.), *Poder*, p. 144.

**Editions of sources?**

Name SURNAME (ed.), *Title of the edition*, place of publication and year, pagination.

Pavel MAREK (ed.), *Svědectví o ztrátě starého světa: manželská korespondence Zdeňka Vojtěcha Popela z Lobkovic a Polyxeny Lobkovické z Pernštejna* [El testimonio de la pérdida del Mundo Viejo: La correspondencia de Sdenco Adalberto Popel de Lobkowicz y Polisena de Pernestán], České Budějovice2005, pp. 274–277.

When the author of the source is known:

Diego VALADÉS, *Rétorica cristiana*, ed. Esteban J. Palomera, México 1989, pp. 345–346.

Repeated reference:

SURNAME (ed./eds.), *Title to the first noun*, pagination.

MAREK (ed.), *Svědectví*, pp. 274–277.

VALADÉS, *Rétorica*, pp. 345–346.

**Manuscripts**

*Title*, place of deposit, signature, foliation and/or pagination.

*Missale*, Strahov Library, DA II 23, fol. 110v.

Documentary evidence:

Name o the archive, name of the fond, signature [folder, file and folio], type of the document, date, author and/or addressee.

General Archive of the Nation (henceforh AGN), Colonia, Caciques e Indios, exp. 354, fols. 255r–315v, criminal process with Eduardo Caridad, indiain from Soacha, el 9 de julio de 1787.

Repeated references:

Name of the archive, name of the fond, foliation.

AGN, Colonia, Caciques e Indios, fols. 255r–315v.

**Abbreviations**

Do not explain abbreviations of common? citations used in critical apparatus (passim, op. cit., e.g., vol., p.).

Abbreviations of unusual terms or names will be identified when the term appears for the first time and will be referred to as “henceforth” in parentheses.

Archivo General de la Nación (henceforth AGN)

Idem and Ibidem will be used to reproduce the previous quotation. Ibidem when the same title is cited. Idem when another title of the same author is cited.

Pavel ŠTĚPÁNEK, *Relaciones artísticas entre la República Checa y México*, Olomouc 2014, pp. 77–150.

Ibidem, pp. 160–162.

Pavel ŠTĚPÁNEK, “San Juan Nepomuceno en el Arte Novohispano”, in: idem*, Relaciones artísticas entre la República Checa y México*, Olomouc 2014, pp. 77–150.

**Citation of various authors**

Citation of two or three authors:

Name SURNAME – Name SURNAME, *Title of the book*, place of publication and year, pagination.

Serge GRUZINSKI – Carmen BERNAND, *Hitoria del Nuevo Mundo I. Del descubrimiento a la conquista. La experiencia europea, 1492–1550*, México 1996, p. 53.

Citation of more than three authors:

Name SURNAME – Name SURNAME – Name SURNAME et al., *Title of the book*, place of publication and year, pagination.

Gerardo ARDILA CALDERÓN – Cristóbal GNECCO – María Alicia URIBE et al. *El poder en escena: Colombia prehispánica*, Bogotá 1998, p. 48.

Repeated reference:

SURNAMES – SURNAMES – SURNAMES et al., *Name of the title to the first noun*, pagination.

ARDILA CALDERÓN – GNECCO – URIBE et al., *El poder*, p. 48.

**Electronic medias and web pages**

Name SURNAME [of author], *Title of the book or document* [type of media], place of publication and year, pagination. Name of the web page, date of consultation between square brackets. Accessible from: direction URL.

Toribio de BENAVENTE, *Historia de los indios de la Nueva España: escrita a mediados del siglo XVI* [on-line], Barcelona 1914, p. 216. Internet Archive, [consultado 10 de agosto de 2016]. Accesible de: https://archive.org/stream/b24856903#page/216/.

Repeated reference:

SURNAME, “Title of the media or web pages to the first noun”, pagination.

BENAVENTE, *Historia*, p. 216.

**WARNINGS**

Titles in Czech, Polish, Hungarian, etc. will be translated in square brackets.

**Figures**

Figures (pictures, engravings, paintings, photographs, tables, diagrams, etc.) with legend will be sent in an individual file indicating the position of the figure in the text as follows:

<<Fig.1>>

**Bold, italics**

If possible, do not use bold letters. Italics will be used mainly in words of another language or of special interest in the context of the article.

**REFERENCES**

**Monographs**

SURNAME, Name, *Title of the monograph*, place of publication: editorial, year.

HROCH, Miroslav, *Social Preconditions of National Revival in Europe. A Comparative Analysis of the Social Composition of Patriotic Groups among the Smaller European Nations*, Cambridge: Cambridge University Press, 1985.

**Studies in collective monographs (or proceedings)**

SURNAME, Name [of author], “Title of the contribution or study”, in: Name Surname [of editor] (ed.), *title of the monograph or proceedings*, place of publication: editorial, year, pagination.

GONZÁLEZ-RIPOLL, María Dolores, “Entre la adhesión y el exilio: trayectoria de dos cubanos en una España segmentada”, in: José A. Piqueras (ed.), *Las Antillas en la era de las luces y la revolución*, Madrid: Siglo XXI de España Editores, 2005, pp. 341–360.

**Journal Articles**

SURNAME, Name, “Title of the article”, J*ournal* andnumber, place of publication: publishing house / publisher, year, pagination.

BAĎURA, Bohumil, “Apuntes sobre los orígenes del comercio vidriero entre Bohemia y México (1787–1839)”, *Historica* IX, Praha: Nakladatelství Karolinum, 1964, pp. 69–134.

This standard follows the ISO 690 citation style guide (see https://sites.google.com/site/novaiso690/).