

## Referencing in *Documenta Pragensia*

### Literature:

#### Monographs and Proceedings:

- name of the author – SMALL CAPS
- title – *italics*
- original titles that are not in English, German, French, Spanish, Latin and Greek are to be translated in English (or German – in the same language for the whole contribution) and are added in square brackets.

#### SAMPLES:

ANNIE LACROIX-RIZ, *Industriels et banquiers sous l'occupation, la collaboration économique avec le Reich et Vichy*, Paris 1999, p. 19

subsequent reference to a previously cited book:

A. LACROIX-RIZ, *Industriels et banquiers*, p. 26

directly subsequent reference:

Ibidem, p. 38

IVAN HLAVÁČEK – JAROSLAV KAŠPAR – ROSTISLAV NOVÝ, *Vademecum pomocných věd historických* [Vademecum des historischen Hilfswissenschaften], Praha 1985, s. 24

*Das Kunst und kulturgeschichtliche Museum im 19. Jahrhundert*, (Hrsg.) BERNARD DENEKE – RAINER KASCHNITZ, München 1977, S. 182

HEINRICH OTTO WELSCH, *Nation und Welt*, in: *Nationalismus*, (Hrsg.) HEINZ WINKLER, Leipzig 2005, S. 123

RENÉ ALFONS HAIDEN, *Die Z – Eine Wiener Erfolgsgeschichte*, Innsbruck 2007  
(= Forschungen und Beiträge zur Wiener Stadtgeschichte, Bd. 48)

JOSEF PETRÁŇ, *Kalendář* [Calendar], Praha 2004<sup>2</sup>

#### Journal Articles

#### SAMPLES:

JOHANNA MARIA VAN WINTER, *Festive Meals in the Late Middle Ages*, *Food and History* 1, 2003, p. 95-102

JANUSZ TANDECKI, *Gospody i szynki dawnego Torunia* [Herbergen und Schenken im alten Thorn], *Rocznik Toruński* 18, 1988, s. 173-192

EDUARD JAKL, *Achtzig Jahre Eisenbahn Prag – Bodenbach*, Deutsche Zeitung Bohemia 103/30, 4.2.1930, S. 4

## References to the Archives:

- current name of the archives (incl. destination), name of the archive collection incl. its parts; period of file manipulation, register number, box (book), reference to the document incl. its date
- when referring to the archives for the 1<sup>st</sup> time, the full name of the institution and of the archive collection should be given. If there are abbreviated forms for them, abbreviations are to be given in brackets and are later used in all subsequent references.
- Dewey marks are given only in case of their existence; otherwise modern evidence according to the inventory number is sufficient.
- extent given in folios is always indicated by the abbreviation “f. (r/v)”

## SAMPLES:

Národní archiv (NA) Praha, Ministerstvo vnitra , prezidium (PMV), 1880-1890, sign. K-1, inv.č. 326, kart. 55, přehled povolených časopisů v Čechách 1895

Státní okresní archiv (SokA) Teplice, Archiv města (AM) Bílina, Knihy, sign. A 21, inv.č. 23, ev. č. 26, Účetní deník r. 1875, f. 126r – 130r

Státní oblastní archiv (SOA) Praha, Velkostatek Velké Žernoseky (Vs V. Žernoseky), stará manipulace, inv.č. 25, urbář panství r. 1725

Archiwum Żydowskiego Instytutu Historycznego w Polsce, Warszawa (The Archives of the Jewish Historical Institute in Warsaw), (AJHI), sign. 301, 368, p. 4-5, The testimony of Herbert Bäcker, 7.5. 1945

Riksarkivet (Stockholm), Utrikesdepartamentet (UD), 1920 års dossiersystem, HP 1, vol. 447, The government to the Swedish legation in Prague, 15. 3. 1939, 16.20 p.m.

## Early printed books (published before 1800 incl.)

**name of the author, abbreviated title of the publication, place of edition: printer, date of issue**

## SAMPLES:

Johann Jakob Geelhausen, Hochgräffliches Paarsternbergisches Bechinerbaad, Praha: Jan Václav Helm, 1730.

Václav Hájek z Libočan, Böhmische Chronik, (Praha): (Mikuláš Pštros), 1596.

Philipp Melanchthon, Loci communes theologici, Wittenberg: Josef Klug, 1535.

## **Electronic resources**

- referring to an on-line source, it is necessary to specify the date of reference (obligate entry)
- referring to a CD-ROM, the reference always corresponds with reference to the literature (see above), in this case give in the version of operating system.
- obligate entry is the type of a used medium: [on-line], [CD-ROM], [floppy disk]

### **SAMPLES:**

John Smith, Encyclopedia of History [online], New York: John Wiley, 1984, [ref. January 3<sup>rd</sup>, 1990], <<http://www.germany.eu.net/history/html>>.

John McConell, Constitutional History, in: Canadian Encyclopedia [CD-ROM], Macintosh version 1.1, Toronto: Stewart, 1993.