



PROJECT INFORMATION FOR AUTHORS

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I. The Project

To mark the 100th anniversary of the start of the First World War, “1914-1918-online. International Encyclopedia of the First World War” will present the academic community and the general public with a virtual, open access handbook and encyclopedia on the First World War. The multi-perspective, refereed reference work will be the result of an international collaborative project initiated by Freie Universität Berlin (Friedrich-Meinecke-Institut, Center for Digital Systems) in cooperation with the Bavarian State Library and funded by the German Research Foundation. “1914-1918-online” is edited by Ute Daniel, Peter Gatrell, Oliver Janz, Heather Jones, Jennifer Keene, Alan Kramer and Bill Nasson, in association with more than 60 thematic and regional section editors. The publication language is English.

“1914-1918-online” will also set standards for e-Humanities. The project will develop and test model navigation procedures for thematic knowledge spaces, enabling users to find their way through complex, non-linear texts. By visualizing themes (e.g. propaganda), it will be easier to navigate the totality of material by following threads for certain questions. It will also be possible to integrate diverse texts in broader contexts, reflecting the hypertextuality of the medium.

II. Approach/Perspective

The First World War brought about fundamental change not only to the history of Europe but also to that of the world. Yet to date there is no single encyclopedia that offers a comprehensive survey of the first global war of mankind. Hitherto, research has concentrated mainly on Western Europe, Germany and the Western Front. “1914-1918-online,” by contrast, will bring back into perspective all of Europe (including East and East Central Europe) as well as the war’s global dimensions. It will not only reflect the current state of research on the First World War, but advance it by identifying gaps and new avenues of research.

The approach, therefore, is transnational and comparative. Where appropriate, subjects should be investigated on a transnational/global perspective using comparative methods. This applies especially to the thematic survey articles (cf. 3. Articles Types).

III. Article Types

“1914-1918-online” features the following article types:

	Maximum Length (text, endnotes and bibliography)
Thematic Survey Article	30 pages/7,500 words
Regional Survey Article	30 pages/7,500 words
Regionalized Thematic Article	15 pages/3,750 words
Encyclopedic Entry	1-5 pages/250-1,250 words

Each *Thematic Survey Article* is assigned to one of the six thematic sections (see below). Thematic survey articles should provide a transnational overview on a specific subject, e.g. “Prisoners of War.”

The *Regional Survey Articles* are assigned to one of the regional sections (see below). Regional Survey Articles should provide an overview on the main developments during the war in a certain country or region, e.g. “Russian Empire.”

Regionalized Thematic Articles deal with a certain subject in a certain region, e.g. “Prisoners of War (Russian Empire).” They are assigned to one of the regional sections.

The *Encyclopedic Entries* focus on a certain subject/aspect or person in more detail, e.g. “Machine gun” or “Wilson, Thomas Woodrow.”

IV. Thematic and Regional Sections

Each article type is assigned to at least one of the following thematic or regional sections:

Thematic Sections	Regional Sections
Pre-war	Africa
Violence	Austria-Hungary
Power	Belgium
Home Front	British Dominions
Media	China
Post-war	East Central Europe
	European Neutrals
	France
	Germany
	Great Britain and Ireland
	India
	Indochina
	Italy
	Japan
	Latin America
	Ottoman Empire/Middle East
	Portugal
	Russian Empire
	South East Europe
	Switzerland
	USA

V. Publication Process

Manuscript Submission

Before submitting, authors should ensure that their manuscript conforms to the author guidelines. Putting your manuscript into the “1914-1918-online” style is much appreciated and will significantly aid the editorial process. Authors are encouraged to use the article/entry template available at www.1914-1918-online.net. All authors will need to sign an author agreement (http://www.1914-1918-online.net/information_for/Authors/Author_s_Agreement/index.html).

Authors are asked to submit manuscripts electronically, preferably in MS Word or Open Office, via e-mail attachment to:

- The Editorial Office at editorial-office@1914-1918-online.net (Regional and Thematic Survey Articles, and Regionalized Thematic Articles);
- The responsible Section Editor (Encyclopedic Entries).

Review Process

Every manuscript that is submitted will be subject to a full two-staged academic review. During the first stage, manuscripts are reviewed by the responsible section editor. Manuscripts are evaluated according to the following criteria: Does the article reflect the current state of research? Does the article reference previous research appropriately and accurately? Is the article clearly and sensibly arranged? (Thematic Survey Article only: Does the article sufficiently pursue a transnational approach? Are all geographical areas of relevance covered?)

During the second stage, manuscripts are assessed by one of the general editors or an external referee.

Authors will be sent notifications confirming receipt of manuscript and informing of editorial decisions by e-mail. Questions concerning the status of a manuscript should be directed to the Editorial Office.

Preparation and Proofing

Once the manuscript is accepted for publication by both the section and the general editor/external referee it will be prepared for publication. Accepted manuscripts will be edited in accordance with the “1914-1918-online“ author guidelines and will be proofread by a native speaker. The edited version of the article is returned to the author for approval and publication release. A preview of the article’s final version will be made available to the author at a later stage of the project. The final online version will include cross-reference links both to other articles of the encyclopedia and external internet resources. When appropriate, editors and the Editorial Office may also suggest the inclusion of multimedia content. The Bavarian State Library (BSB) will index the articles and assign non-ambiguous personal identifiers. This standardized indexing will provide increased visibility of the encyclopedia in search engines.

Upon recommendation of the editorial board, the author may be asked to revise his or her article for a later edition. If the author is not prepared or able to do so, or if he or she does not submit the revised text in a timely manner, the editorial board has the option to engage another author. This author will then write a new article, not based on the original author’s text.

Publication

Each article of “1914-1918-online” is a self-contained publication. Its author receives full recognition. All articles have a stable Uniform Resource Name (URN) and are labelled with a recommended form of citation. They are fully citable as scholarly publications. The Bavarian State Library guarantees the long-term, error-free storage of the digital information of the encyclopedia.

“1914-1918-online” pursues an Open Access policy to make knowledge freely available to the public and to support a greater global exchange of knowledge. To easily and effectively ensure Open Access the most restrictive Creative Commons Licence (Attribution-NonCommercial-NoDerivs 3.0 Germany-CC BY-NC-ND 3.0) will be applied (cf. http://creativecommons.org/licenses/by-nc-nd/3.0/de/deed.en_GB).

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