



Style sheet for didacticum

Procedure

Each contribution is reviewed by the responsible team of editors of the individual issue to ensure that the formal criteria are met and that the content of the contribution fits the thematic issue. It is then forwarded anonymously to a reviewer, who can make minor corrections. In case of substantial objections, the contribution will be returned to the author for revision. The final decision on publication is made by the editors of the individual issue on the basis of the peer reviews.

After revision and layouting, the article will appear in one of the issues of the OA journal **didacticum**. With the publication, the author agrees in writing to license the article under a Creative Commons Attribution 4.0 International License (<https://creativecommons.org/licenses/by/4.0/legalcode.de> resp. CC BY-NC-ND).

Formal Requirements

Language The article is written in German or English.

Format The text should be submitted in a common text processing format such as DOC, RTF or OSD (not PDF) without automatic or manual hyphenation. In principle, the less formatting, the better. Picture, sound, film and video elements are welcome. Common formats (e.g. JPEG, TIF or PNG) and file sizes should also be used, which are easy to use by both the editorial staff and readers. Media files must be sent in their final form, as the editorial staff cannot take on any further editing.

Image, sound, film and video rights and associated costs must be clarified by the authors. Any costs incurred cannot be covered by the journal. The authors of the image, sound, film and video elements must be identified.

Article length Articles, including footnotes and bibliography, should not be less than 30,000 and not exceed 65,000 characters. Reviews of secondary works should be between 6,000 (individual works) and 12,000 characters long (anthologies).

The actual German scientific article should be preceded by a short English summary and the actual English scientific article should be preceded by a short German summary (approx. 1000 characters) including three to five keywords. This does not apply to reviews.

Notes on manuscript design:

- A uniform writing and citation style (especially for proper names, literature citations, abbreviations etc.) and punctuation is requested.
- Tables have a uniform format, are numbered consecutively (Table 1 and following) and have an explanatory title. Tables and figures should be tabulated.
- Automatic indentions, indentations, baseline offset, stretching or compression of the font are to be avoided.
- Emphasis in the text can be made by italics (bold type is also possible) but should be used sparingly for typographical reasons.
- Numerical data: Please enter exactly in the whole work - comma as a decimal space: 1,000; 10,000; etc.
- In enumerations, do not use brackets in connection with numbers, but rather points: 1., 2., VII., etc. In enumerations with letters, the brackets are correct: a), b), A), etc.
- Basically, a space between words should be entered with a space (e.g., among others, O. W. Fischer, 21 December 2003).
- Months for dates must always be written out in full in the text (23 December 2003, not 23.12.2003). Exceptions are texts from the legal field.
- Use typographical quotation marks (it looks like "this").
- Numbers up to twelve are written-out (e.g. three tables, 22 tables).

Notes on citation

- Direct quotes are enclosed in quotation marks: "...".
- Longer direct quotes (from about 40 words or 3 lines) are separated and indented (1 cm).
- The short document is always placed in a round bracket immediately after the literal or analogous reproduction (example: Mayring, 2002, p. 36).
- Page reference: A space must be placed between the abbreviation p. and the number of pages. If you refer to several pages, you must enter them without spaces with a long hyphen (example: p. 45-52).
- Work by *one author*: (Schramm, 1993, p. 15).
Work by *two authors*: (Schulze & Wenzel, 1984, p. 25).
Work by *more than two authors*: on the first reference: (Kaschade, Männche, Weber & Müller, 1996, p. 28) for all further references: (Kaschade et al., 1996, p. 45).
- Works *without an author* are listed with the first words (e.g. of the title) under which the work can be found in the bibliography: (Blickpunkt Berufswahl, 2000, p. 22).
- Citations from secondary literature are given in the following form: (Langer et al., 1974 quoted in Helmke, 2007, p. 65).
- *Internet sources* are considered as printed sources.

If there are two references from one person in the same year, the year is extended by letters in the short references. Example: (Weinert, 2000a, p. 25). This extension is transferred to the bibliography.

References in the bibliography

All sources used in the article are listed in the bibliography in alphabetical order. This also applies to online sources. This means that with the help of the short document in the text, the exact and detailed information can be found in the bibliography.

The structure of the long form depends on the source type:

Monographs: Author(s). (Year of publication). *Title*. Edition if applicable. Place of publication: Publisher.
Asendorpf, J. B. (2004). *Psychologie der Persönlichkeit*. 3rd Edition. Berlin: Springer.

Anthology: Author(s). (Ed.) (Year of publication). *Title*. Edition if applicable. Place of publication: Publisher.
Abel, J. & Tarnai, C. (Ed.) (1998). *Pädagogisch-psychologische Interessensforschung in Studium und Beruf*. Münster: Waxmann.

Contribution in an anthology: Author(s). (Year of publication). Article title. In Editor (eds.), *Title* (Page number[s]).
Place of publication: Publisher.
Terhart, E. (1996). Berufskultur und professionelles Handeln bei Lehrern. In A. Combe & W. Helsper (Ed.), *Pädagogische Professionalität. Untersuchungen zum Typus pädagogischen Handelns* (p. 448–471). Frankfurt am Main: Suhrkamp.

Contribution in a journal: Author(s). (Year of publication). Article title. *Journal*, *Volume number (if applicable, issue number if paginated by issue)*, page number.
Brandstädter, J., Krampen, G. & Warndorf, P. K. (1985). Entwicklungsbezogene Handlungsorientierungen und Emotionen im Erwachsenenalter. *Zeitschrift für Entwicklungspsychologie und Pädagogische Psychologie*, 17, 41–52.

Neuenschwander, M. P. (2004). Lehrerkompetenzen und ihre Beurteilung. *Journal für LehrerInnenbildung*, 4 (1), 23–29.

Newspaper articles: Author(s). (Year of publication). *Title*. *Newspaper*, *Date of publication*, Number of pages.
Korn, H. (1997). Die Ressourcen der eigenen Kindheit nützen. *Der Standard*, 21.10.2007, 25.

www-Addresses: Author(s). (Year). *Title*. Available under: Directory [Date of access].
Weinert, F. E. (2000). *Lehren und Lernen für die Zukunft – Ansprüche an das Lernen in der Schule*. Vortragsveranstaltung im Pädagogischen Zentrum in Bad Kreuznach. Available under:



http://sform.bildung.hessen.de/gymnasium/skii/Grundfragen/pool/weinert_2000-03-29.pdf
[10.02.2008].

Research reports, bachelor theses, scripts: Author(s). (Year of publication). *Title*. Institution.

Hopf, B. (2008). *Kompetenzen von Lehrenden aus der Sicht von steirischen Berufsschüler/innen*. Unpublished diploma thesis at the Faculty of Cultural Studies. University of Klagenfurt (AAU).

König, J. & Blömeke, S. (2010). *Pädagogisches Unterrichtswissen (PUW). Dokumentation der Kurzfassung des TEDS-M Testinstruments zur Kompetenzmessung in der ersten Phase der Lehrerbildung*. Unpublished document. Humboldt University of Berlin.

Specht, W. (2006). *Stimulation von Schulentwicklung durch Diagnosedaten*. Unpublished script. University of Klagenfurt.

Audovisual media: Author(s). (Year of publication). *Title*. [Type of Medium]. Place: Publisher.

Kahl, R. (2010). *Spielen, Leben, Lernen – Über den Vorteil verschieden zu sein*. [DVD]. Hamburg: Archiv der Zukunft.

If no author can be assigned:

Recht und Unrecht. (2010). Radiokolleg vom 22. u. 23.03.2010 Ö1. [2 CD]. Vienna: ORF.

Laws:

SchOG: School Organization Act - SchOG. BGB1. No. 242/1962 as amended by the notices BGB1. No. 267/1963, BGB1 no. 287/1995. In *Kodex des österreichischen Rechts. Sammlung der österreichischen Bundesgesetze. Schulgesetze*. 6th edition, 2003. Vienna: Lexis Nexis.

Internet source:

SchOG: Federal Act of 25 July 1962 on School Organisation (School Organisation Act) Federal Law Gazette No 242/1962, last amended by Federal Law Gazette I No 44/2009. Available under:
http://www.bmukk.gv.at/schulen/recht/gvo/schog_01.xml#07a [22.01.2011].