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- Title of the contribution: uppercase Times New Roman, font size 14, bold.
- Author's name: uppercase Times New Roman, font size 12.
- Text of the contribution: Times New Roman, font size 12, 1,5 spacing.
- Footnotes: Times New Roman, font size 10, single-spaced.

Style guide, citations:

Book with Single Author:

Johannes PISCATOR, *In Apocalypsin Johannis commentarius*, Herborn 1613.

Eugen LENNHOF – Oskar POSNER, *Internationales Freimaurerlexikon*, Munich 1992.

Book with Single Editor or Multiple Editors:

Milada BLEKASTAD (ed.), *Unbekannte Briefe des Comenius und seiner Freunde 1641–1661*, Ratingen – Kastellaun 1976.

John Robert CHRISTIANSON – Alena HADRAVOVÁ – Petr HADRAVA – Martin ŠOLC (edd.), *Tycho Brahe and Prague: Crossroads of European Science. Proceedings of the International Symposium on the History of Science in the Rudolfine Period, Prague, 22–25 October 2001*, Frankfurt am Main 2002.

Book with Author plus Editor:

Manfred RICHTER, *Johann Amos Comenius und das Colloquium Charitativum von Thorn 1645. Ein Beitrag zum Ökumenismus*, Roman MNICH (ed.), Siedlce 2013.

Chapter in a Book:

Werner KORTHAASE, *Philipp Melanchthon, Praeceptor Germaniae, sein Einfluß in Deutschland, Böhmen und Mähren*, in: Reinhard GOLZ – Wolfgang MAYRHOFER (Hrsg.), *Einflüsse von Luther und Melanchthon auf das Bildungswesen in Mittel- und Osteuropa*, Münster 1997, pp. 100–136.

Book with Volumes:

Jan HUS, *Knížky proti kněží kuchmistrovi*, in: ID., *Drobné spisy české, Magistri Iohannis Hus Opera omnia*, Tomus IV, Prague 1985.

Zikmund WINTER, *Kulturní obraz českých měst I*, Prague 1890.

Online Book:

Adrian JOHNS, *The Nature of the Book: Print and Knowledge in the Making*, Chicago 1998 [online],
https://www.google.cz/books/edition/_/ERpBdEUdhz8C?hl=cs&gbpv=0 [accessed 30. 8. 2022].

Nicholas of Cusa, *De docta ignorantia* II, Chap. IV, 116 (h I.75) [online], http://www.cusanus-portal.de/content/werke.php?id=DeDoctaIgn_116 [accessed 22. 11. 2022].

Translated Book:

Osip MANDELSTAM, *Prózy*, Ludmila DUŠKOVÁ – Pavel KOUBA (trans.), Prague 1992, p. 210.

John OXENFORD (trans.), *Autobiography of Goethe*, Vol. II, New York 1882, pp. 191–192.

Article in a Printed Journal:

Milan KOPECKÝ, *J. V. Andreae a J. A. Komenský: literární analogie a diference*, SCetH XVIII, 1988, No. 35, pp. 160–168.

Electronic Journal Article (or Electronic Version of a Printed Journal):

Francis J. BREMER, *John Winthrop and the Shaping of New England History*, Massachusetts Historical Review 18, 2016, pp. 1–17 [online],
<https://www.jstor.org/stable/10.5224/masshistrevi.18.1.0001> [accessed 30. 8. 2022].

Web sources:

Charles E. THOMPSON, *Orbis Sensualium Pictus – Lecture*, in: *The Virtual Museum of Education Iconics* [online],
<http://iconics.cehd.umn.edu/OrbisSensualiumPictus/Lecture/default.html> [accessed 30. 8. 2022].

Oxford English Dictionary (OED), s.v. *transfer* [online],
https://www.oed.com/dictionary/transfer_n?tl=true [accessed 30. 8. 2022].

Archival Records:

MZA Brno, G 486, inv. No. 565, f. 45.

Editions of Comenius' Works:

John Amos COMENIUS, *Via lucis*, DJAK 14, p. 330.

John Amos COMENIUS, *Janua lingvarum*, Praefatio, § 4, DJAK 15/I, p. 263.

Ján KVAČALA, *Príspevky k spoznaniu Komenského učení a vzdelanosti, časť 2: Komenský a Nicolaus de Cusa (Cusanus)*, AJAK X, p. 20.

John Amos COMENIUS, CC II, col. 501.

Repeated Citation:

- If you cite the same source in the following footnote, use:

Ibid., p. 78.

- If a work is cited in a text more than once:

W. KORTHAASE, *Philipp Melancthon, Praeceptor Germaniae*, op. cit., p. 120.

Translation of a Book Title:

Petr PAVLAS, *Trinus liber Dei: Komenského místo v dějinách metaforiky knihy* [Trinus liber Dei: Comenius' Place in the History of the Book Metaphor], Červený Kostelec 2015, p. 112.

Name of the Author Repeated:

Václav BŮŽEK, *Urozenec*, in: ID. – Pavel KRÁL (edd.), *Člověk českého raného novověku*, Prague 2007, pp. 79–110.

General Notes:**Illustrations:**

- Put the numbers of the illustrations in square brackets:

[1] The front page of the Polish edition of *The Labyrinth of the World*, published in 1695.

Abbreviations:

- Unless listed in the list of abbreviations, it is necessary to explicitly state the meaning of the abbreviation when used for the first time:

František MATĚJEK (ed.), *Moravské zemské desky 1480–1566, II. díl, Kraj Olomoucký* (further referred to as ZDO II.), Brno 1948, p. 173.