

House style for Cultural Studies – September 2026

Cultural Studies accepts contributions throughout the year, albeit only complete articles. The contribution must not have been previously published or simultaneously submitted to another journal for publication. Please note that these requirements must be met before the article is evaluated by the editorial team.

Formality Checklist

This concise checklist can assist you in ensuring that your article meets Cultural Studies' formal requirements. The requirements are further described in the following sections.

<i>Layout</i>		<i>Illustrations</i>	
☐	Article length: under 10.000 words, incl. title, notes, references, and bibliography (excl. abstract and author biography).	☐	1 - 3 illustrations.
		☐	Illustrations attached and named: ill1, ill2, ...
☐	File format: .rtf, .doc eller .docx.	☐	Placement of illustrations indicated in body text.
☐	Line spacing: 1.5.	☐	Caption provided in body text.
☐	Font size: 12.	☐	Source/ credit stated after caption.
☐	Emphasis in <i>italics</i> .	☐	Copy rights attained.
☐	Three text levels: Title with subtitle, section headings, body text.	☐	File format: .tiff eller .jpg.
		☐	Image resolution: ≥ 300 dpi.
<i>Bibliography</i>		<i>Author biography above title</i>	
☐	Alphabetical order after author's last name.	☐	Biography, incl. education. institution (if any), field of study, and publications (if any).
☐	References correctly formatted.	☐	Keywords: academic, temporal geographical, and thematic delimitations.
☐	DOI-links provided, if available.		
☐	Unpublished sources indicated.	<i>Abstract and summary</i>	
☐	Websites indicated.	☐	Abstract under title.
		☐	English/Danish summary after bibliography.
<i>Reference and notes system</i>			
☐	References correctly and consistently formatted (either as parentheses in the body text or in footnotes).	☐	Footnote numbers placed after punctuation (for both explanatory footnotes and footnotes containing references).

Length, layout og file format

As a rule, articles in Kulturstudier must not exceed 10,000 words including title, footnotes, references, and reference list (excluding abstract and author bio). Longer articles are accepted only by individual agreement with the editors.

A 12-point font must be used, with 1.5 line spacing. The article is submitted as a single, consolidated document. The file must be in Microsoft Word or RTF format.

Three font levels are used: title (possibly with subtitle), section headings, and body text. It is not possible to use two levels of section headings.

If particular words are to be emphasized, italics in the body font are used instead of underlining (with the exception of URL addresses).

Footnote numbers are placed after punctuation (typically the full stop).

Illustrations

The author must submit proposed illustrations (photographs, graphs, drawings, etc.). As a starting point, three illustrations per article are preferred, but the number may be adjusted up or down in accordance with the article's focus. Illustrations are used in both color and black-and-white.

Placement

Illustrations are not inserted into the body text but are sent separately. Placement is indicated with consecutive numbers (ill.1, ill.2, etc.), i.e. with placeholders.

Captions

Explanatory captions are given under each placeholder in the body text and clearly marked as captions. The length of the caption should reflect the need for explanation. The caption must always indicate the source of the illustration, even if the author is the originator. Genre and source of illustrations are given as: "Genre: source", e.g. "Photo: Agnes Jensen".

Format

Only digital illustrations in TIFF and JPEG formats are accepted. The image must have a resolution of at least 300 dpi. Each illustration is attached separately and named according to the placeholder (the number inserted in the article in connection with the caption, e.g. Ill 1.tiff).

Rights

It is the author's responsibility to ensure that illustrations may be freely used and published in the journal. Note that this also includes web publication.

Cultural Studies does not pay for rights to use images.

References in the body text

References are given as: Last name year, page number. References are indicated either in parentheses (Mikkelsen 2008, p. 47) or as footnotes,¹ as long as the author consistently uses one referencing method. For an example of an article with parenthetical references, see: Damsholt 2016. For an example of an article with references in footnotes, see: Jessen 2024. If there are several references, they are separated by semicolons (see the footnote example).² If there are more than two authors, “et al.” is added after the first author’s name, while all authors are listed in the reference list (Mikkelsen et al. 2010).

Websites

If websites are cited, they must be indicated along with the date on which the site was accessed. References to websites may be supplemented with a short URL. Examples: (Kulturstudier 2025, <https://shorturl.at/ED5nc>, accessed 3/12 2025).³ The used websites are listed in a separate list after the reference list, and after unpublished sources if they are used.

Quotations

Quotations are written in the original language. If deemed necessary, a translation may be added as a footnote. Quotations under 40 words are written “in quotation marks” directly in the body text. If the quotation is 40 words or more, it is written as an indented block:

“Like the example here with the footnote reference after the punctuation or, correspondingly, with reference in parentheses before punctuation to the source (e.g. informant or source).”⁴

It is up to the author whether informants and references are given in the body text or in footnotes, as long as the author is consistent with the system chosen for the entire article.

Comments and explanatory notes

Comments and explanatory or elaborating notes are set as footnotes with consecutive numbering (1, 2, 3, ...).

Bibliography, sources and websites

The article must include a bibliography ordered alphabetically by author surname(s). Thereafter unpublished sources are listed, and finally the websites used. For publications with more than two authors, the author names are given in the order they appear in the original publication (this applies to all references).

Reference format – monographs and anthologies:

Author (last name, first name) year of publication (possibly original year of publication): *Book title/journal title in italics*. Publisher, possibly city/place (not for journals).

¹ Mikkelsen 2008, s. 47.

² Mikkelsen 2008, s. 47; Hansen 2000, s. 14-72.

³ Kulturstudier 2025, <https://shorturl.at/ED5nc> (Besøgt 3/12 2025).

⁴ Citat – reference.

Monograph:

Mikkelsen, Hans 1996 (1972): *History of Dance*. Gyldendal. DOI: 10.7146/ks.v7i2.25017.

Chapter in anthology:

Mikkelsen, Hans 2007: "Early History of Dance." Svend Christensen (ed.): *Danish Cultural Studies*, vol. 3. Gyldendal, pp. 22-64. DOI: 10.7146/ks.v7i2.25017.

Two authors:

Sigríðsdóttir, Sigríð and Burke, Judith 2010: *The Cultural History of Dance*. Museum Tusculanums Forlag. DOI: 10.7146/ks.v7i2.25017.

More than two authors:

Mikkelsen, Hans et al. 2010: *The Cultural History of Dance*. Museum Tusculanums Forlag. DOI: 10.7146/ks.v7i2.25017.

Reference format – articles in journals:

Author (last name, First name) year: "Article Title in Quotation Marks." *Journal Name in Italics*, volume number, page numbers.

Article in journal:

Mikkelsen, Hans 2008: "Aesthetics of Dance in the Middle Ages." *Cultural Studies* 2008:1, pp. 34-55. DOI: 10.7146/ks.v7i2.25017.

Where possible, a Digital Object Identifier (DOI) number should be provided at the end of a reference. The system is still new, especially in Denmark, and not all articles and monographs have a DOI number. Find DOI links for your references here: <https://search.crossref.org>. Learn more about DOI here:

<http://ojs.statsbiblioteket.dk/index.php/ojssb/article/view/19826/17463>.

Reference format – article in newspaper or magazine:

Author (last name, first name) year (original publication year): "Article Title in Quotation Marks." *Publisher in Italics*, date, page numbers.

Grunert, Klaus 2006: "Convenience: So Dine at a Gourmet Restaurant." *Børsen*, 8 June, p. 11.

Archival material and unpublished sources

References to archival material is written under Sources (unpublished). Where possible, provide the document title or description, date, archival unit (file, box, register, folder, volume, or similar), reference code or archive number, and the name of the archive.

The reference format is general:

Document title or description, date. Archival unit, reference code/archive number, name of archive (abbreviation, if applicable).

Examples:

“Correspondence concerning the museum extension,” 12 March 1964. Box 18, Register no. 245/1964, National Museum Archives.

“Minutes of proceedings 1898–1904.” Volume 7, A 15, Danish National Archives (RA).

“Caroline Nyvang’s diaries.” Register 1932/417, Aalborg City Archives.

References in the main text should follow the journal’s standard referencing system and may be given either in parentheses or in footnotes, provided that the same system is used consistently throughout the article.

Websites

Websites used, and the date on which each website was visited, are listed together after the reference list.

Reference format – websites:

If applicable, author (last name, first name): *Page Title in Italics*, URL (Accessed Date).

About Cultural Studies, <http://tidsskriftetkulturstudier.dk/om-kulturstudier/> (Accessed 27/1 2016).

Biography, keywords, abstract and summary

Author biography and keywords

The author is asked to write a brief biography indicating education, institutional affiliation, and any major works. The author biography introduces the article (i.e. is placed above the title).

The author is also asked to provide a list of keywords indicating the article’s disciplinary field as well as temporal, geographical, and thematic delimitations. Keywords are placed below the author biography.

Abstract

The article begins with an abstract, which briefly presents the topic, approach, and main results, thereby whetting the reader’s appetite for the full article. The length is approx. 100 words. The abstract is placed under the title. If the article is written in English or a language other than Danish, the abstract is written in English. Articles written in Danish have Danish abstracts.

Summary

The article ends with a summary which summarizes the article. Length max. 200 words, excluding the article’s title. The summary is placed under the reference list. If the article is written in another language than Danish, the summary is written in Danish. If the article is written in Danish, an English summary is required.

Other formalities

Other material

The author may submit appendices, suggestions for links, databases, and other references that can be published on the website in connection with the article. It is therefore possible to publish audio files, videos, databases, and illustrations as supplementary material to the article. These must be sent separately.