

## Instructions for Authors

The annual scholarly publication entitled “Proceedings of the Wroblewski Library of the Lithuanian Academy of Sciences” publishes research into documentary heritage, also covering history and present activities of memory institutions. The annual contains original, so-far-unpublished scholarly articles, overviews of collections of documentary heritage, source publications, book reviews, annual reports of the Library, etc. The texts submitted to this publication should be in the Lithuanian or English (if you wish to submit a text in another language, this should be discussed with the Executive Editor). Each article is reviewed by two anonymous reviewers. In case of disagreement between them, the decision is made by the Editorial Board.

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The authors of the publication are not liable for any publication fees.

### General requirements

Texts and their supplements should be submitted to the Editorial Board by e-mail to *biblioteka@mab.lt*. When submitting a manuscript, the e-mail must state the originality of the article, i. e. confirm that the article has not been published and has not been submitted or is not being submitted for publication elsewhere.

The files should be created using *Microsoft Office* and programs compatible with it (formats: \*.docx, \*.rtf); illustrations should be made using programs that enable you to save files in the following formats: \*.gif, \*.jpeg, \*.tiff, the latter format without compression. The texts should be prepared in 1.5 line spacing, using 12 pt *Times New Roman* typeface. The top margin should be set at 2.5 cm; the bottom and the left margins should be 3 cm; the right margin should be 2 cm. The text illustrations and the appendices should be provided as separate documents (files).

### General requirements for article structure

The articles should be prepared in accordance with requirements for scholarly papers, stating the purpose and object of the research, providing a discussion and evaluation of the research historiography, listing sources and offering general conclusions. The length of the text should be about one quire (40 000 characters). A larger article should be discussed with the Executive Editor.

The article structure should be as follows:

- the author's name and last name, given in capitals and aligned to the left-hand margin;
- the name and email address of the institution represented by the author, aligned to the left-hand margin;
- the title of the article, aligned to the left-hand margin;
- an abstract of the article in the language of the article (at least 1600 characters);
- keywords in the language of the article (5–8);
- if the article is written in Lithuanian, the title of the article and a summary in English; if the article is written in another language, the title of the article and a summary in Lithuanian (at least 1600 characters);
- main text; general conclusions;

- a list of sources and references in accordance with the requirements for a bibliographic description provided below.

The main titles of documents (publications) cited in-text should be given in italics, while the titles of parts (chapters, articles, etc.) of such documents should be given in quotation marks. The titles of archival (manuscript) documents should be also indicated in quotation marks.

A citation should be marked in only one way, either with quotation marks, or with italics.

### Requirements for formatting bibliographic references and the reference list

The reference list must be formatted in accordance with the recommendations offered by the *Chicago Manual of Style*, using the examples provided below.

It is recommended to start the reference list with archival sources, followed by published sources and literature.

Entries should be arranged in Latin alphabetical order. Literature in Cyrillic characters shall be transliterated into Latin characters in accordance with the BSI (British Standards Institution) standard. Specific Cyrillic letters should be changed as follows: ё – e, ж – zh, и – i, й – i, х – kh, ц – ts, ч – ch, ш – sh, щ – shch, ы – y, ь – ‘, ь – ‘, э – e, ю – yu, я – ya. You may use transliteration software. Literature in Cyrillic characters is repeated in a separate list entitled “Literature in the original language”. This list should follow the main list of literature in Latin characters.

Publications by the same author should be listed chronologically, in ascending order by publication year. Several works by the same author and published in the same year should be arranged alphabetically by title, adding letters a, b, c, etc. to the publication date. These letters must also be given in the in-text citations.

The titles of books and serials should be given in italics, the titles of series and archival documents should be in regular font. The titles of parts of a publication (articles, chapters) should be placed in quotation marks. In English-language titles, words should begin with capital letters (except for articles (*the, a, and*), conjunctions (*and, but, for, or, nor*) and prepositions). Titles in other languages are written in low-case letters, except for proper nouns and German nouns.

If the date of publication or update of an electronic document is unknown, the date of access should be indicated instead.

The entries in the reference list should not be numbered. If an entry does not fit in one line, the second and remaining lines should begin at 0.5 cm from the margin.

In-text citations should be written in brackets in accordance with the examples provided below. Archival documents may be referenced both in the text, and the footnotes. In a reference, no punctuation mark should be placed before the publication year, but the abbreviation s.a. (sine anno) should be preceded by a comma.

### Schemes and examples

#### BOOK

##### Book by a single author

Entry in the reference list: Last name, First name. Publication year. *Title: Subtitle*. Edition. Publication place: Publisher.

Dundulienė, Pranė. 2019. *Senieji lietuvių šeimos papročiai*. 4-asis leid. Vilnius: Mokslo ir enciklopedijų leidybos centras.

Kulakauskas, Antanas. 2022. *Pirmoji lietuviška Alma Mater: Trumpa klasikinio universiteto Kaune istorija*. Kaunas: Vytauto Didžiojo universitetas.

In-text citation: (Last name year, pages cited)

(Dundulienė 2019, 156–157)

(Kulakauskas 2022, 63–64)

**Book by two or three authors**

Entry in the reference list: Last name<sub>1</sub>, First name<sub>1</sub>, First name<sub>2</sub> Last name<sub>2</sub> et First name<sub>3</sub> Last name<sub>3</sub>. Publication year. *Title: Subtitle.* Edition. Publication place: Publisher.

Rygiel, Stefan et Helena Drège. 1934. *Biblijoteka im. Wróblewskich w Wilnie, 1912–1931.* Wilno: Biblijoteka im. Wróblewskich.

Leonavičius, Vylius, Apolonijus Žilys et Giedrė Baltrušaitytė. 2021. *Hibridinė sovietinio laikotarpio Lietuvos visuomenės modernizacija.* Kaunas: Vytauto Didžiojo universitetas.

Mishkinene, Galina, Sigita Namavichyute et Ekaterina Pokrovskaya. 2005. *Katalog arabskoalfavitnykh rukopisei litovskikh tatar.* Vil'nyus: Izdatel'stvo Vil'nyusskogo universiteta.

In-text citation: (Last name<sub>1</sub>, Last name<sub>2</sub> et Last name<sub>3</sub>, year, pages cited)

(Riegel et Drège 1934, 6)

(Leonavičius, Žilys et Baltrušaitytė 2021, 54–56)

(Mishkinene, Namavichyute et Pokrovskaya 2005)

**Book by four to seven authors**

Entry in the reference list: Last name<sub>1</sub>, First name<sub>1</sub>, First name<sub>2</sub> Last name<sub>2</sub>, First name<sub>3</sub> Last name<sub>3</sub> et First name<sub>last</sub> Last name<sub>last</sub>. Publication year. *Title: Subtitle.* Edition. Publication place: Publisher.

Akmenytė-Ruzgienė, Vilma, Ingrida Jakubavičienė, Renata Mikalajūnaitė, Justina Minelgaitė-Plentienė, Marija Navickaitė et Raimonda Rickevičienė. 2013. *Istorinė Lietuvos Respublikos Prezidentūra Kaune.* Kaunas: Nacionalinis M. K. Čiurlionio dailės muziejus.

In-text citation: (Last name<sub>1</sub> et al. year, pages cited)

(Akmenytė-Ruzgienė et al. 2013, 224–225)

**Book by eight and more authors**

Entry in the reference list: Last name<sub>1</sub>, First name<sub>1</sub>, First name<sub>2</sub> Last name<sub>2</sub>, ... First name<sub>7</sub> Last name<sub>7</sub> et al. Publication year. *Title: Subtitle.* Edition. Publication place: Publisher.

Mongini, Guido, Claudio Ferlan, Michela Catto, Dainora Pociūtė, Vaida Kamuntavičienė, Gita Drungilienė, Gianvittorio Signorotto et al. 2016. *Nuo apaštaly iki kankinių: Jėzaus Draugijos reprezentavimo modeliai nuo pat pradžių iki uždraudimo.* Kaunas: Vytauto Didžiojo universitetas; Vilnius: Versus aureus.

In-text citation: (Last name<sub>1</sub> et al. year, pages cited)

(Mongini et al. 2016, 112–114)

**Compiled / edited book**

Entry in the reference list: *Title: Subtitle.* Publication year. Compiler (editor). Edition. Publication place: Publisher.

*1863–1864 metų sukilėlių kelias į mirtį ir atgimimą.* 2019. Sudarytoja Tamara Bairašauskaitė. Vilnius: Lietuvos nacionalinis muziejus.

*Akademijos laurai.* 1997. Parengė Morkus Svirskas ir Irena Balčienė. Įvadą parašė Romanas Plečkaitis. Vilnius: Vilniaus universiteto leidykla.

In-text citation: (*Title* (may be abbreviated) year, pages cited)

(*1863–1864 metų sukilėlių kelias* 2019, 187)

(*Akademijos laurai* 1997, 31)

**Translation**

Entry in the reference list: Last name, First name. Publication year. *Title: Subtitle.* Translator. Publication place: Publisher.

Anderssonas, Jonas. 2021. *Skaitymas kaip tikslas: Apie skaitymo skatinimo metodus ir tyrimus.* Iš švedų kalbos vertė Ieva Šakelaitė. Vilnius: Lietuvos nacionalinė Martyno Mažvydo biblioteka.

In-text citation:

(Anderssonas 2021)

**Book in a series**

Series is not a compulsory element in a reference. It may be provided if important for the identification of the book. It is indicated after the title and subtitle in regular font. The series title and the installment number are not separated by any punctuation marks. The type of installment (*t.*, *nr.*, *vol.*, *iss.*, etc.) is not indicated.

Entry in the reference list: Last name, First name. Publication year. *Title: Subtitle.* Series name installment number. Translator. Publication place: Publisher.

Sperskienė, Rasa. 2017. *Žolnierze litewscy na frontach I wojny światowej = Lietuvos kariai pirmojo pasaulinio karo frontuose.* Folia bibliothecalia. Białystok: Książnica Podlaska im. Łukasza Górnickiego; Wilno: Biblioteka im. Wróblewskich Litewskiej Akademii Nauk.

Ališauskas, Vytautas, Tomasz Jaszczolt, Liudas Jovaiša et Mindaugas Paknys. 2009. *Lietuvos katalikų dvasininkai XIV–XVI a.* Bažnyčios istorijos studijos 2. Vilnius: Aidai.

**Book signed by a pseudonym**

The book is referenced in accordance to the typical examples of creating a reference given above. The pseudonym is indicated after the title and subtitle. If the author's real name is known, it is written before the title in square brackets. If the author's real name is in question, it is followed by a question mark.

Entry in the reference list:

[Mašiotas, Pranas]. 1924. *Kai knygas draudė: Įspūdžiai ir atsiminimai.* Signature: Pr. Ma. Kaunas: „Švyturio“ bendrovės leidinys.

In-text citation:

([Mašiotas] 1924, 86)

**Multi-volume book**

Entry in the reference list: Last name, First name. Publication year. *Title: Subtitle.* Number of volumes. Publication place: Publisher.

Ożóg, Jan. 1988–1991. *Katalog poloników XVI w. Biblioteki Uniwersyteckiej we Wrocławiu.* 2 t. Wrocław: Wydawnictwo Uniwersytetu Wrocławskiego.

In-text citation: (Last name year)

(Ożóg 1988–1991)

When citing an individual volume: (Last name year, number of the volume:pages cited)

(Ożóg 1988–1991, t. 1) or (Ożóg 1988–1991, 1:56)

**Volume of a multi-volume book**

1) Author is indicated

Entry in the reference list: Last name, First name. Publication year. *Common title: Subtitle.* Volume number, *Volume title: Subtitle.* Edition. Publication place: Publisher.

Kondratas, Benjaminas. 2011. *Kūrėjų pėdsakais.* Kn. 7, *Pagėgių kraštas.* Vilnius: Karminas.

In-text citation: (Last name year, volume number:pages cited)

(Kondratas 2011, 7:96–98)

2) Author is not indicated

Entry in the reference list: *Common title: Subtitle.* Publication year. Compiler (editor). Volume number, *Volume title: Subtitle.* Edition. Publication place: Publisher.

*Lietuvos dailininkų žodynas.* 2012. Sudarė Jolanta Širkaitė. T. 2, 1795–1918. Vilnius: Kultūros tyrimų institutas.

In-text citation: (*Title* (may be abbreviated) year, volume number:pages cited)

(*Lietuvos dailininkų žodynas* 2012, 2:115)

**Serial publication**

Entry in the reference list: *Title: Subtitle*. Publication year. Volume, issue. Publication place: Publisher.

*Rocznik statystyczny Wilna*. 1939. [T.] 1937. Wilno: skład główny w Centralnym Biurze Statystycznym m. Wilna.

In-text citation: (*Title* (may be abbreviated) year, pages cited)  
(*Rocznik* 1939, 136–137)

**E-book**

E-books should be referenced in accordance with the above-mentioned typical examples, indicating the URL of the e-book at the end of the reference.

Entry in the reference list:

Ribašauskienė, Erika et Diana Šumylė. 2013. *Tinklaveika darnaus kaimo vystymosi kontekste: Lietuvos kaimo tinklo atvejis*. Vilnius: Lietuvos agrarinės ekonomikos institutas. <https://talpykla.elaba.lt/elaba-fedora/objects/elaba:5956299/datastreams/MAIN/content>.

Leydesdorff, Loet. 2021. *The Evolutionary Dynamics of Discursive Knowledge: Communication-Theoretical Perspectives on an Empirical Philosophy of Science*. Cham: Springer International Publishing. <https://link.springer.com/book/10.1007/978-3-030-59951-5>.

In-text citation:

(Ribašauskienė et Šumylė 2013, 23)  
(Leydesdorff 2021, 41–42)

**ARTICLE****Article (chapter) in a book**

Entry in the reference list: Last name, First name. Publication year. „Article (chapter) title: Subtitle“. In *Book title: Subtitle*, pages from–to. Publication place: Publisher.

Sperskienė, Rasa. 2015. „Vincio Uždavinio kelionė į Rozalimą“. In *Kelionių aprašymai kaip egodokumentinis paveldas*, 51–63. Panevėžys: Panevėžio apskrities Gabrielės Petkevičaitės-Bitės viešoji biblioteka.

In-text citation: (Last name year, pages cited)  
(Sperskienė 2015, 57–58)

**Article (chapter) in a multi-volume book**

Entry in the reference list: Last name, First name. Publication year. „Article (chapter) title: Subtitle“. In *Book title: Subtitle*. Volume number, *Volume title: Subtitle*, pages from–to. Publication place: Publisher.

Žukienė, Rasa. 2017. „Mikalojaus Vorobjovo vaidmuo čiurlionistikoje“. In *Dailės istorikas ir kritikas Mikalojus Vorobjovas (1903–1954)*. T. 2, *Ižodinto vaizdo meistras*, 83–118. Vilnius: R. Paknio leidykla.

Bitinienė, Aurelija. 2005. „Norberto Vėliaus vieta tautinio atgimimo sąjūdyje“. In *Laukuva*. D. 1, 546–557. Vilnius: Versmė.

In-text citation: (Last name year, volume number:pages cited)  
(Žukienė 2017, 2:94–95)  
(Bitinienė 2005, 1:546)

**Article in a journal**

1) Numeration by volume and issue (consecutive)

Entry in the reference list: Last name, First name. Publication year. „Article title: Subtitle“. *Journal title* volume (issue): pages from–to.

O'Connell, Suzanne. 1996. „Improving Library Research Papers in Undergraduate Science Classes“. *American Journal of Physics* 64 (4): 448–451.

Shestakova, Nina. 2001. „Kolektsiya arkhivu istorii' unii' u fondi Greko-katolits'ka mitropolicha konsistoriya u Lvovi v TsDIAL Ukraini“. *Studii' z arhivnoi' spravi ta dokumentoznavstva* 7:61–65.

In-text citation: (Last name year, pages cited)

(O'Connell 1996, 450)

(Shestakova 2001, 62)

2) Numeration by volume only (consecutive)

Entry in the reference list: Last name, First name. Publication year. „Article title: Subtitle“. *Journal title* volume: pages from–to.

Kamuntavičienė, Vaida. 2014. „Švento Benedikto regulos adaptacija Lietuvos Didžiosios Kunigaikštystės benediktinių vienuolynuose“. *Logos* 79:123–136.

In-text citation: (Last name year, pages cited)

(Kamuntavičienė 2014, 131–132)

3) Numeration by issue only (annual numeration)

Entry in the reference list: Last name, First name. Publication year. „Article title: Subtitle“. *Journal title*, no., pages from–to.

Janavičienė, Daiva. 2019. „Sukurta Lietuvos bibliotekų informacijos išteklių fondo valdymo koncepcija“. *Tarp knygų*, nr. 2, 15–17.

In-text citation: (Last name year, pages cited)

(Janavičienė 2019, 15)

### Article in a newspaper

1) Author of the article is indicated

Entry in the reference list: Last name, First name. Publication year. „Article title: Subtitle“. *Newspaper title*, year, month day.

Losytė, Vilma. 2019. „Šiek tiek apie kultūrinę pojūčių antropologiją“. *Šiaurės Atėnai*, 2019, gegužės 10.

In-text citation: (Last name year, pages cited)

(Losytė 2019, 6)

2) Author of the article is not indicated

Entry in the reference list: *Newspaper title*. Publication year. „Article title: Subtitle“. Year, month, day.

*Mokslo Lietuva*. 2019. „Akademiko Algirdo Skirkevičiaus mokslo darbų paroda“. 2019, vasario 18.

In-text citation: (*Newspaper title* year, pages cited)

(*Mokslo Lietuva* 2019, 12)

### Review and annotation

A review (annotation) is referenced in accordance with the above-mentioned typical examples of referencing an article. The information on the work under review (title and author) should be given after the title and subtitle of the review (annotation); in the case if the review does not have a title, the information on the work under review should be given after the review author's name and publication year. The title of the work reviewed (annotated) is highlighted in italics.

Entry in the reference list:

Mitaitė, Donata. 2018. „Istorikas apie poetą“. Review of the book: *Mes esame Šiaurės krašto...: Poetui Eugenijui Matuzevičiui (1917–1994) – 100 metų*, by Mindaugas Tamošaitis. *Colloquia* 40:176–182.

Čiurinskas, Mintautas. 2020. Annot. of the book: *Portret Frantsiska Skoriny: K 550-letiyu so dnya rozhdeniya knigoizdatelya*, by Ilya Lemeshkin. *Senoji Lietuvos literatūra* 50:350–353.

In-text citation:

(Mitaitė 2018, 177–178)

(Čiurinskas 2020, 352)

### Article signed by a pseudonym

An article signed by a pseudonym is referenced in accordance with the typical examples of referencing articles mentioned above. The pseudonym should follow the title and subtitle of the article. If the author's real name is known, it should be given in square brackets at the beginning of the reference. If the author's real name is in question, it should be followed by a question mark.

#### Entry in the reference list:

[Šilingas, Stasys?]. 1924. „Verta susidomėt“. Signature: Senelis. *Vienybė*, 1924, kovo 20.

#### In-text citation:

([Šilingas?] 1924, 94)

### Online article

References for online articles should be made in accordance with to the above-mentioned typical examples, indicating the URL for the article at the end of the reference.

#### Entry in the reference list:

Hoffmannova, Jaroslava. 1990. „Pražští úřední tiskaři“. In *Documenta Pragensia X/2: elektronická PDF verze*, 24–39. Praha: Archiv hl. m. Prahy. [http://www.ahmp.cz/docs/dp/15\\_DP%20X\\_2.pdf](http://www.ahmp.cz/docs/dp/15_DP%20X_2.pdf).

Žmuida, Eugenijus. 2018. „Maironis kaip knygos žmogus: kultūros ontologizavimas jo kūrinuose ir egodokumentuose“. *Bibliotheca Litwana* 5:94–112. <https://doi.org/10.15388/BiblLita.2014.3.15563>.

Arkhipova, Olga. 2019. „Kosmicheskie serii Yazepa Drozdovicha“. *Menotyra* 26 (4): 215–233. <https://doi.org/10.6001/menotyra.v26i4.4102>.

Markauskaitė, Neringa. 2019. „Išblaškyti – išlikę. Pažintis su bibliotekos dailės rinkiniais“. *Mokslo Lietuva*, 2019, sausio 15. <http://mokslolietuva.lt/2019/01/isblaskyti-islike-pazintis-su-bibliotekos-dailes-rinkiniais-2/>.

#### In-text citation:

(Hoffmannova 1990, 105–106)

(Žmuida 2018, 95–96)

(Arkhipova 2019, 221–222)

(Markauskaitė 2019)

### Web page

1) Author is indicated

Entry in the reference list: Last name, First name. Publication year. „Web page title: Subtitle“. *Website title*. Publication (update, access) year, month day.

Mikulėnienė, Ligita. 2019. „Janka Šutovičius: apie baltarusio meilę Lietuvai“. *LŽS*. 2019, sausio 23. [http://www.lzs.lt/lt/naujienos/sukaktys\\_jubiliejai/janka\\_sutovicius\\_apie\\_baltarusio\\_meile\\_lietuvai.html](http://www.lzs.lt/lt/naujienos/sukaktys_jubiliejai/janka_sutovicius_apie_baltarusio_meile_lietuvai.html).

In-text citation: (Last name year)

(Mikulėnienė 2019)

2) Author is not indicated

Entry in the reference list: *Website title*. Publication year. „Web page title: Subtitle“. Publication (update, access) year, month day.

*HINT: Historia, nauka, technika*. s.a. „Polska klasyka naukowa i techniczna w sieci“. Accessed 10 August, 2021. <http://hint.org.pl/hid=D80E1>.

In-text citation: (*Website title* year)

(*HINT*, s.a.)

### Archival document

Citing more than one document from the same collection, it is recommended to provide a description of the collection in the reference list:

Collection name. Collection number. Archive name (abbreviation):

Žemaitijos dvarų kolekcija. F37. Lietuvos mokslų akademijos Vrublevskių bibliotekos Rankraščių skyrius (LMAVB RS).

Kauno tvirtovė. F. 1851. Lietuvos centrinis valstybės archyvas (LCVA).

Citing, in-text, a specific document from an archival collection listed in the reference list, the data for this document should be provided in a footnote:

<sup>a</sup> Document name, document creation place, date, archive name abbreviation, collection number, inventory number, file number, fol. cited.

<sup>5</sup> Lietuvos valstybės piliečio K. Griniaus pasas, Paryžius, 1919 m. spalio 15 d., LMAVB RS F54-1710, lap. 1.

<sup>8</sup> Lietuvių draugijos nukentėjusiems dėl karo šelpti Voronežo skyriaus veiklos aprašymas, s.a., LVIA, f. 1231, ap. 1, b. 23, lap. 6–7.

Citing only one document from an archival collection, especially when this document has an author, it is recommended to provide a reference to the document rather than to the collection in the reference list.

### **Authorial document**

Entry in the reference list: Last name, First name. Document creation year. Document name (*A title is provided in italics*). Document creation place, exact date (if known). Archive name, collection number, inventory number, file number, fol. cited.

Šmerauskas, Salys. [1954]. *Iš mano pasakėčių*. Lietuvos mokslų akademijos Vrublevskių bibliotekos Rankraščių skyrius, F221-29.

Ėringis, Kazys. 1998. Laiškas Valdui Adamkui. Vilnius, 1998-02-23. Lietuvos mokslų akademijos Vrublevskių bibliotekos Rankraščių skyrius, F335-1674, lap. 1–3.

In-text citation: (Last name year)

(Šmerauskas [1954])

(Ėringis 1998)

### **Non-authorial document**

Entry in the reference list: Document name. Document creation year. Creation place, exact date (if known). Archive name, collection number, inventory number, file number, fol. cited.

Listy darów dla Biblioteki im. Wróblewskich. s.a. Lietuvos mokslų akademijos Vrublevskių bibliotekos Rankraščių skyrius, F75-138.

Towarzystwo Przyjaciół Biblioteki im. Wróblewskich. s.a. Lietuvos centrinis valstybės archyvas, F53, ap. 23, b. 1591.

„Skaitymų“ žurnalo redakcijos ir jos bendradarbių prašymo, adresuoto prezidentui A. Stulginskiui, nuorašas. 1923. Kaunas, 1923-05-15. Lietuvos mokslų akademijos Vrublevskių bibliotekos Rankraščių skyrius, F96-277, lap. 2.

In-text citation: (Document name year)

(Listy darów, s.a.)

(Towarzystwo Przyjaciół Biblioteki im. Wróblewskich, s.a.)

(„Skaitymų“ žurnalo redakcijos 1923)