**Author's Guide**

**THE AIM OF THE JOURNAL**

*Fordítástudomány* (Translation Studies) is a Hungarian-language, peer-reviewed academic journal, published by the Department of Translation and Interpreting, Eötvös Loránd University, Hungary, launched in 1999. The journal is published twice a year and its subtitle is *Studies in the Theory, Practice and Teaching of Written and Oral Language Mediation*. The aim of *Fordítástudomány* is to create a professional forum in Hungarian for the practitioners of a dynamically developing, new interdisciplinary field of scientific research. The journal takes the broadest possible view of language mediation. It provides a systematic and theoretical approach to the various subfields of translation and interpreting practice. In addition to general theoretical studies, it devotes considerable attention to descriptive translation research, empirical studies based on parallel corpora, interpreting research, terminology research and translator and interpreter training. It monitors conferences and publications in translation studies and related fields, and publishes longer analytical reports.

**TIME OF PUBLICATION**

The journal is published twice a year in June and December. The deadline for manuscripts is 15 February for the spring issue and 15 October for the autumn issue.

**SUBMISSION OF MANUSCRIPTS**

We invite manuscripts that contain original research, have not been previously published by the author and, if accepted, the author does not intend to publish elsewhere. Manuscripts should be sent to the Editor-in-Chief at klaudy.kinga@btk.elte.hu.

**THE REVIEW PROCESS**

Submitted articles will first be evaluated by the Editorial Board for their relevance to the profile of the journal. This is followed by a double anonymous peer review process, in which two peer reviewers receive the manuscript without the author's name and may recommend acceptance, revision or rejection. All reviewers of the journal hold an academic degree. The main criteria in the evaluation process are originality, quality (both in terms of content and form) and relevance to the diverse areas of Translation and Interpreting Studies.

Submitted manuscripts that do not meet these criteria will not be accepted by the Editorial Board, which will immediately notify the author(s) of its decision. If the manuscript meets the criteria, the Editorial Board will invite two reviewers. The review is anonymous in both directions: authors and reviewers remain anonymous to each other. The referees are researchers with expertise relevant to the manuscript, selected from the Editorial Board and from research and higher education institutions in Hungary and beyond. If the manuscript is interdisciplinary in nature, experts from different disciplinary fields may be involved in the peer review process.

Reviewers must inform the Editorial Board of any potential conflict of interest. The review should be objective, well argued, accompanied by suggestions and conclude with a statement on the suitability of the manuscript for publication (manuscript recommended for publication without changes; manuscript recommended for publication after revision; manuscript not recommended for publication).

If the manuscript is supported for publication by both reviewers and the Editorial Board agrees, the manuscript is accepted for publication. The author(s) will be informed by the responsible editor by e-mail, enclosing the reviewers' comments. After revision, the responsible editor will check the final version for suitability for publication. The Editorial Board reserves the right to reject the manuscript even if both reviewers support the publication of the article; in such a case, the author(s) will be informed in detail of the reasons for the rejection.

If both reviewers do not support publication of the manuscript, the Editorial Board will forward the reviewers' comments to the author(s), together with the reasons for the rejection. In the case of two conflicting opinions, the Editorial Board will invite a third independent reviewer to review the manuscript; the final decision will be made by the Editor-in-Chief.

The average turnaround time of the review process is 3-6 months.

**THE LANGUAGE AND CONTENT OF THE MANUSCRIPTS**

*Fordítástudomány* publishes articles in Hungarian with a summary in English. The Summaries in English section is at the end of the journal. *Studies* are required to be based on independent research, with the author's own results clearly distinguished from those of the authors cited. *Reviews* should include a critical commentary in addition to the reviewer's own reflections, and should take into account the expected readership of the book. The title of the review should include the exact details of the book: place of publication, publisher, year of publication, total number of pages, ISBN number and DOI identifier. *Conference reports*: please also include in the title of the conference report the exact details of the conference: organiser, location and date.

**USE OF ARTIFICIAL INTELLIGENCE**

The substantial part of the text of works is clearly the result of independent work; concealing that the author used artificial intelligence (AI) to create/edit the content constitutes unacceptable misconduct, condemnable in the same way as plagiarism.

In some cases (e.g. title and idea generation, literature search and summarisation, abbreviation of texts/source material, translation, structuring of written material, linguistic/stylistic checking and correction, graphics and slides), AI can be of assistance to authors. In these cases, authors should disclose usage of artificial intelligence tools and machine learning tools such as ChatGPT, Chatbots, Large Language Models (LLM). We specifically ask authors to attest at initial submission and revision to the usage of AI and describe its use in upon submission.

Since some AI-based systems use other publications by human authors without acknowledging the source, there is a possibility that AI-generated text could be classified as plagiarism. In this context, we reiterate the sole responsibility of the authors of the submitted works for the soundness, veracity and legal compliance of the content.

**THE LENGTH OF THE MANUSCRIPTS**

Ideally, papers should be between 5000 and 7000 words in length, and reviews and conference reports between 1500 and 2000 words.

**ABSTRACTS AND KEYWORDS**

For each paper, we request an abstract of 150-200 words in English and Hungarian and 5 keywords also in English and Hungarian. Please include the title of the paper in English.

**HANDLING EXAMPLES**

Language examples are italicised within the text. Their meaning is indicated in simple quotation marks. Isolated examples of language are numbered. Refer to them: original (1), translations (1b), (1c), and in the text as with numbers. Isolated examples are not put in quotation marks and are not italicised. Highlighted passages within isolated language examples are italicised or underlined, and underlining is used only as a last resort. Separate language examples are indented and a line is omitted above and below. The author and page number, the translator and page number, or the name of the corpus and the line number of the text are indicated at the end of the isolated language examples.

**REFERENCING**

Quotations of less than 40 words within a text should be enclosed in quotation marks, followed by the author's name, the year and the page number. If the quotation is longer than 40 words, separate it from the main text by omitting a line before and after and indenting from the left. Separate quotations do not need quotation marks, but should end with the author, year and page number. If the quotation is given in translation, include the name of the translator.

**FIGURES, TABLES**

Figures and tables should be numbered consecutively (Figure 1, Table 1) and given a separate title. The title and number should be placed CENTERED ABOVE the figure or table.

**FOOTNOTES**

In general, footnotes should be avoided. References should be placed in the bibliography and ideas should be incorporated into the body of the paper. Footnotes can be used in the following two cases: : (1) If you wish to add a comment to the title of the paper (e.g. where it was presented) (2) If the author of the paper provides a quotation in their own translation, you may include the original in a footnote.

**ENDNOTES**

Notes relating to the content of the paper should not be footnoted, but should be included in an endnote. Use a superscript to number the places in the text where you wish to make comments, and explain your comments in detail at the end of the paper under the heading Notes.

**INDICATION OF THE SOURCE OF THE LINGUISTIC DATA**

References to extracts from works of fiction and their translations should be listed separately under Sources.

**ONLINE REFERENCES**

Online references within the text should also be given by name and year and, where possible, page number. Online references may be listed separately in the bibliography, as they are difficult to break. As the journal is not published in print, the blue colour and underlining in the online references should not be deleted. Please include the DOI of the paper (if available) at the end of the references.

**BIBLIOGRAPHY**

As a general rule, no name should appear in the text that is not included in the bibliography, and vice versa: no name should appear in the bibliography that is not included in the text. Translation Studies follows the Name and Date referencing system, so there is no numbering, the authors cited follow each other in alphabetical order, if several works by the same author are cited, the earliest is used first. If two or more works by the author cited were published in the same year: 2021a, 2021b, 2021c are used in the text and in the bibliography. If the work already has a DOI identifier, this should also be indicated.

***Book:***

Nord, Ch. 1997. Translating as a Purposeful Activity – Functionalist Approaches Explained. Manchester: St. Jerome. https://doi.org/[10.4324/9781351189354](https://www.researchgate.net/deref/http%3A%2F%2Fdx.doi.org%2F10.4324%2F9781351189354)

**Journal article:**

Olohan, M., Salama-Carr, M. 2011. Translating Science. The Translator Vol. 17. No. 2. 179–188. <https://doi.org/10.1080/13556509.2011.10799485>

**Edited volume:**

Baker, M., Saldanha, G.  2009. *Routledge Encyclopedia of Translation Studies*. London and New York: Routledge.

**Paper in edited volume:**

Fischbach, H. 1993. Translation, the Great Pollinator of Science. A Brief Flashback on Medical Translation. In: Wright, S. E., Wright L. D. (eds) Scientific and Technical Translation. Amsterdam, Philadelphia: John Benjamins. 89–100. <https://doi.org/10.1075/ata.vi.08fis>

**Chapter in a conference volume:**

Ustaszewski, M., Stauder, A. 2017. TransBank: Metadata as the Missing Link between NLP and Traditional Translation Studies. In: Temnikova, I., Orasan, C., Corpas Pastor, G., Vogel, S. (eds) Proceedings of the Workshop Human-Informed Translation and Interpreting Technology. Shoumen: Association for Computational Linguistics. 29–35.

**Conference paper:**

Klaudy, K. 2001. The asymmetry hypothesis. Testing the asymmetric relationship between explicitations and implicitations. Paper presented at the Third International Congress of the European Society for Translation Studies, Claims, Changes and Challenges in Translation Studies, Copenhagen, Denmark. (2001, August 30–September 1).

**Online references:**

EMT competence framework 2017. <https://commission.europa.eu/system/files/2018-02/emt_competence_fwk_2017_en_web.pdf> (accessed 28. 10. 2024)