



Nakladatelství AMU / AMU Press

Malostranské nám. 259/12, 118 00 Praha 1 (vchod z ulice Tržiště – vedle č. p. 16)

IČO: 61384984 | DIČ: CZ61384984

Vydáváme kvalitní publikace z oblasti filmu, televize, fotografie, divadla, hudby a tance.

We publish quality books in the area of film, television, photography, theatre, music and dance.

AMU Press Style Guide for English-Language Texts

Valid from September 2016

1. Language

- Please prepare your manuscript according to the rules of either UK English or US English (but not a combination of the two).
- We recommend that you consult a standard English grammar or style guide, such as *New Hart's Rules: The Oxford Style Guide* (contains standard rules for both UK English and US English). A commonly used style guide for scholarly texts in US English is *The Chicago Manual of Style*.

2. Punctuation

- We adhere to the rules of English punctuation, including consistent differentiation between the hyphen and the en dash, and the use of English quotation marks (also known as inverted commas).
- The en dash, i.e. –, is always used in the sense of “to–from” to indicate a span or range, e.g. for a set of pages, years, etc. An en dash can be inserted using the MS Word function *Insert – Symbol – More Symbols – Special Characters – En Dash* or by using the keyboard shortcut *Ctrl+Num+-* (Windows) or *Alt+-* (Mac). If you do not have a numeric keypad, MS Word lets you set your own keyboard shortcuts in the above-mentioned dialogue for inserting special characters.
- Please use English quotation marks, which have one possible form, i.e. so-called “curly quotes” starting with small “sixes” at the top of the line and ending with small “nines” also at the top of the line, i.e. “. ”. If you set your proofing language in MS Word to UK English or US English using the function *Review – Language – Set Proofing Language*, it will automatically format your quotation marks to the correct so-called “curly quotes”.
- The same applies to single quotation marks, i.e. “. ”. You should consult your English grammar or style guide for details on proper usage of single and double quotation marks in your selected variety of English (UK or US).
- An ellipsis, i.e. ..., is not a sequence of three full stops (periods); it is a special symbol. MS Word will usually convert a sequence of three full stops into an ellipsis automatically or you can use the keyboard shortcut *Ctrl+Alt+.* (Windows) or *Alt+.* (Mac).



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3. Quotations

- Direct quotations embedded in the text should always be placed in quotation marks (not in italics).
- Longer quotations (200 characters or more) should be formatted as a separate paragraph and should be indented.
- When a quotation is contained within another quotation, the set of quotation marks appearing inside the first quotation must be of the alternate type, i.e. single quotation marks instead of double quotation marks, or vice versa. See Section 2 above.
- Any changes to a quotation should be placed in square brackets, including cases where part of a quotation has been removed. Here, the square brackets should contain an ellipsis [...].

4. Italics

- For emphasis, only italics should be used (not e.g. bold, underlining, capitals, etc.).
- Italics should also be used for the titles of books, journals, artworks, exhibitions, and films, but not for the titles of articles, book chapters, poems, other shorter works and unpublished texts (such as theses, dissertations and manuscripts) which should be set in roman and enclosed in quotation marks. The same rules apply to the use of italics in bibliographic citations.

5. Footnotes

- All notes and references should appear in the form of footnotes; please do not use endnotes.
- MS Word automatically keeps track of the order and numbering of footnotes. You can insert a footnote in MS Word using the function *References – Insert Footnote*. Please do not attempt to create footnotes manually, as this can cause formatting difficulties.
- Footnotes should also be used to create references to bibliographic citations – see Section 9.

6. Cross-References

- If you wish to link to numbered elements in your text, e.g. to numbered preceding/subsequent chapters, please use the *Cross-Reference* feature in MS Word (on the *References* tab).

7. Personal names

- The first occurrence of personal names in the text should appear in full, not just initials with surname.



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8. Titles of Works

- For the use of italics and quotation marks, see section 4 above.
- References in the text should appear as follows:
 - For foreign-language works which have been distributed in the English-speaking world under an English title, please first provide the English title followed by the original title in parentheses and without italics, as well as the year and author/editor/director. For subsequent occurrences in the text, please use the English title only, e.g. the film *The Rules of the Game* (La règle du jeu, 1938, Jean Renoir).
 - For foreign-language works which have not been distributed in the English-speaking world under an English title, please first provide the original title followed by an English translation of the title in parentheses and without italics, as well as the year and author/editor/director, etc.). For subsequent occurrences in the text, please use the original title only, e.g. Jiří Voráč's book *Český film v exilu* (Czech film in exile, 2005).
 - If a work has been distributed in the English-speaking world under its original non-English title, there is no need to translate it (e.g. *Così fan tutte*).

9. Bibliographic References

- The format of all bibliographic references should follow *The Chicago Manual of Style*, the basic rules are summarized in this document.
- All references in the text and even works mentioned in passing should be accompanied by a footnote with a precise reference to the cited work including page number(s), if applicable. Footnotes must be created using the MS Word function *References – Insert Footnote* (see Section 5 above). Footnote references in the text should always appear after punctuation marks.
- The numbering of footnotes is continuous, i.e. starting from the first footnote in the text and running sequentially through the entire text to the last footnote. In the case of a conference proceedings volume or other collections of individual papers, footnotes should be numbered separately for each contribution.
- A list of all cited works, normally labelled *References*, should be provided at the end of the text. This list should be ordered alphabetically by the author's surname.
- If the list contains multiple works by a single author, the author's name should appear only in the first citation; thereafter, it should be replaced by two em dashes (“—”). An em dash can be inserted using the MS Word function *Insert – Symbol – More Symbols – Special Characters – Em Dash*.
- The format of the reference differs in the footnotes and in the bibliography, see section 9.3.



9.1. Language

- The majority of bibliographic information will be in the language of the work. English should be used for certain information specified in square brackets (e.g. data format, translation of the title, etc.), for notes (if included in the citation), and for supplementary information.

9.2. Corrections and Clarifications

- Information taken from a different source or information which you have surmised should appear in square brackets. If such information is included in successive fields, it should be enclosed into a single set of brackets and separated by semicolons. Corrections are placed in square brackets as well. For example:
 - We do not know the place of publication (but we can find out). We write ([Praha]: Computer Press, 2008).
 - The work is dated 1959 (obviously incorrect). We write 1959 [1995].
- Information providing further specification should appear in parentheses, for example: Oxford (Ohio).

9.3. Basic Structure

- The basic structure of bibliographic references in the footnotes is as follows:
 - Given Name(s) Surname, *Title: Subtitle* [Type of Media], trans. by Given Name(s) Surname, Edition (Place of Publication: Publisher, Year), page number.
 - Example: Florence Babb, *Between Field and Cooking Pot: The Political Economy of Marketwomen in Peru*, rev. ed. (Austin: University of Texas Press, 1989), 199.
- The basic structure of bibliographic references in the list of works cited at the end of the document is as follows:
 - Surname, Given Name(s). *Title: Subtitle* [Type of Media]. Translated by Given Name(s) Surname. Edition. Place of Publication: Publisher, Year.
 - Example: Babb, Florence. *Between Field and Cooking Pot: The Political Economy of Marketwomen in Peru*. Rev. ed. Austin: University of Texas Press, 1989.

9.3.1. Author

- The citation should begin with the person(s) or organisation identified on the title page as the author(s) of the work. Depending on the type of work, this could also be an editor, director, composer, illustrator, performer, photographer, etc. The author's name should be specified as follows:
 - in a footnote: Given Name(s) Surname,
 - Example: Jean de La Fontaine
 - in the list of works cited: Surname, Given Name(s)
 - Example: La Fontaine, Jean de



- If the document has two or three authors, all should be listed using commas and “and” between the last two names.
- If there are more authors, only the first should be listed, followed by the abbreviation “et al.”
- If the work lists neither the author’s name nor the name of an organisation (e.g. an encyclopaedia), the title of the work should appear first.
- Editors should be listed first only if they are prominently specified by name (e.g. on the cover, title page, etc.) and their role includes a creative element. After the name, the abbreviation “ed.” should be added after a comma. If there is more than one editor, use “eds.”

9.3.2. Title

- The title and subtitle of each cited major work (book, journal, artwork, play, film, etc.) should appear in italics. The titles of subsidiary or unpublished works, e.g. articles, book chapters, poems, unpublished manuscripts (including unpublished university theses), etc., should appear in quotation marks.
- The title should be written as it appears on the title page of the work.
- If a book has a title and a subtitle, the order of titles on the title page should be used and they should be separated by a colon. The title and subtitle should always begin with a capital letter.
 - Bělohávek, František. *15 typů lidí: Jak s nimi jednat, jak je vést a motivovat.*
- If it is not possible to find the title, e.g. electronic documents, newspaper columns, etc., then the title is substituted with the first few words of the text. Omitted material must be marked with an ellipsis in square brackets [...]. In the case of e-mail and forum posts, the subject in its full original wording is used instead of the title.

9.3.3. Type of Media

- This information is required for electronic documents and should appear in square brackets. Examples include [online], [Braille], [e-book], [CD], [LP], [DVD], [Blu-ray disk], [map], [photograph], [sheet music] – a particular type of sheet music may be specified, e.g. [miniature score], [full score] or [piano score].

9.3.4. Secondary Author

- Secondary authors should be included if they are important for identifying the cited source, and should appear after the title. These include editors, illustrators, etc. The name should appear in the form: Given Name(s) Surname. Translators should always be included. The role of the secondary author should appear in the language of the work, e.g. “Translated by”, “Přeložil”.
 - Example of a footnote: Milan Kundera, *Immortality*, trans. by Peter Kussi...
 - Example of bibliographic entry: Kundera, Milan. *Immortality*. Translated by Peter Kussi...



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9.3.5. Edition

- The number of the edition should not be included if it is the first edition. For subsequent editions, this information must be included if it is specified in the book's imprint.
- The edition is included as it appears in the work, but can be abbreviated. For example:
 - 3rd ed., revised.
 - 2. přeprac. vyd.

9.3.6. Place of Publication

- The place of publication should be included as it appears in the work and should not be changed to an anglicised form, e.g. Praha, Wien. To avoid ambiguity for certain names, e.g. London and Cambridge, additional information is provided in parentheses (state, province, country or region). For example: London (Ontario)
- Note that it is only necessary to include the first place of publication mentioned on the copyright page of the book if there are more than one.

9.3.7. Publisher

- The name of the publisher should be included in a short form, omitting common organisational abbreviations such as "Inc.", "Ltd." and "s. r. o.", for example: "Grada Publishing, a. s." should appear as "Grada".

9.3.8. Date of Publication

- The date of publication normally appears only as the year, but for certain publication types (electronic documents, newspapers, television broadcasts, etc.) it is essential to also provide the exact month and date (and possibly even the time and time zone, e.g. in the case of broadcasts), for example: 18 June 2010, 13:43 GMT, 27 July 2010, 15:25 CET.

9.3.9. Pages

- When pages are specified, the numbers should be separated with an en dash (not with a hyphen): 38–41.

9.4. Repeated Citations

- A work's full citation should appear on its first occurrence in a footnote in the appropriate form (see Section 9.3. above), including the page number(s) pertaining to the footnote in question. The first occurrence generally means the first mention in the main text, i.e. excluding the foreword or prologue.
- In subsequent footnotes, a shortened form of the citation should appear as follows:
 - Surname, *Title*, Page(s).
 - Example: Kundera, *Immortality*, 77.
- If the title of the work is long, it is possible by agreement with the AMU Press to introduce an abbreviated version of the title in the first occurrence of the citation for use in subsequent occurrences, for example:



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- Edmund Husserl, *Ideas Pertaining to a Pure Phenomenology and to a Phenomenological Philosophy*, trans. by F. Kersten (The Hague: Nijhoff, 1982). Hereafter cited as *Ideas*.
- If the citation in a footnote is the same as the citation in the preceding footnote, the Latin abbreviation *Ibid.* should be used, for example: *Ibid.*, 55–7.

9.5. Examples

9.5.1. Books

9.5.1.1. One Author

- Footnote: Viktor Janouch, *Internetový marketing: Prosaďte se na webu a sociálních sítích* (Brno: Computer Press, 2010).
- Bibliographic entry: Janouch, Viktor. *Internetový marketing: Prosaďte se na webu a sociálních sítích*. Brno: Computer Press, 2010.

9.5.1.2. Three Authors

- Footnote: Světa Čmejrková, František Daneš and Jindra Světlá, *Jak napsat odborný text* (Praha: Leda, 1999).
- Bibliographic entry: Čmejrková, Světa, František Daneš and Jindra Světlá. *Jak napsat odborný text*. Praha: Leda, 1999.

9.5.1.3. Author as an Organisation or Group

- Footnote: Amnesty International, *Prisoners without a Voice: Asylum Seekers in the United Kingdom* (London, 1995).
- Bibliographic entry: Amnesty International. *Prisoners without a Voice: Asylum Seekers in the United Kingdom*. London, 1995.

9.5.1.4. Multi-Volume Work

- Footnote: Laszlo Taschen, ed., *Modern Architecture A–Z. Vol. 1, A–L* (Köln: Taschen, 2010).
- Bibliographic entry: Taschen, Laszlo, ed. *Modern Architecture A–Z. Vol. 1, A–L*. Köln: Taschen, 2010.

9.5.2. Articles

9.5.2.1. Conference Proceedings Paper

- Footnote: Richard Parncutt, “Piano touch, timbre, ecological psychology, and cross-modal interference,” in *Proceedings of the International Symposium on Performance Science*, eds. A. Williamon and W. Goebel (Brussels: European Association of Conservatoires, 2013), 763.



- Bibliographic entry: Parncutt, Richard. "Piano touch, timbre, ecological psychology, and cross-modal interference." In *Proceedings of the International Symposium on Performance Science*, edited by A. Williamon and W. Goebel, 763–8. Brussels: European Association of Conservatoires, 2013.

9.5.2.2. Book Chapter

- Footnote: Ray Bowles, "Single-industry Resource Communities in Canada's North," in *Rural Sociology in Canada*, eds. D. Hay and G. Basran (Don Mills: Oxford University Press, 1992), 66.
- Bibliographic entry: Bowles, Ray. "Single-industry Resource Communities in Canada's North." In *Rural Sociology in Canada*, edited by D. Hay and G. Basran, 63–83. Don Mills: Oxford University Press, 1992.

9.5.2.3. Article in a Periodical

- Footnote: Nicholas J. Cull, "Overture to an Alliance: British Propaganda at the New York World's Fair. 1939–1940," *Journal of British Studies* 45 (July 1997): 327.
- Bibliographic entry: Cull, Nicholas J. "Overture to an Alliance: British Propaganda at the New York World's Fair. 1939–1940." *Journal of British Studies* 45 (July 1997): 325–54.
- Footnote: Jaroslav Koželuha and Matylda Dufková, "Chronologický vývoj panelových domů od roku 1940 do roku 1960 v práci Výzkumného ústavu pozemních staveb Gottwaldov" [The Chronological Development of Panel Buildings from 1940 to 1960 in the Work of the Research Institute for Buildings in Gottwaldov], *Stavební listy* 5, special issue (1999): 17.
- Bibliographic entry: Koželuha, Jaroslav and Matylda Dufková. "Chronologický vývoj panelových domů od roku 1940 do roku 1960 v práci Výzkumného ústavu pozemních staveb Gottwaldov" [The Chronological Development of Panel Buildings from 1940 to 1960 in the Work of the Research Institute for Buildings in Gottwaldov]. *Stavební listy* 5, special issue (1999): 10–25.

9.5.2.4. Newspaper Article

- For citations from the daily press, it is not necessary to provide the issue or page number: "Bata Held by Mistake," *New York Times*, 21 November 1938.

9.5.3. Other

9.5.3.1. Conference Paper

- If the paper was published in a conference proceedings volume, then the rules for a conference proceedings paper apply (see 9.5.2.1 above). If the paper was published in a different publication, then the information about the original conference can be provided in square brackets after the title. If possible, the full name of the conference as well as the place and date should be provided.
 - Footnote: Božena Brodská, "Vlivy a motivy lidových tanců v českém baletu" [The influences and motifs of folk dances in Czech ballet; paper delivered at



- an international conference on national traditions and ballet, Warsaw, 1985], *Taneční listy* 24, no. 3 (1986): 5.
- Bibliographic entry: Brodská, Božena. “Vlivy a motivy lidových tanců v českém baletu” [The influences and motifs of folk dances in Czech ballet; paper delivered at an international conference on national traditions and ballet, Warsaw, 1985]. *Taneční listy* 24, no. 3 (1986): 1–15.
 - If the paper was not ever published in printed form, the citation should appear as follows:
 - Footnote: Eva Hájková, “Poznámky k vyučování slohu na 1. stupni ZŠ” [Notes on teaching diction in early primary school] (Paper presented at the international conference “Tradiční a netradiční metody a formy práce ve výuce českého jazyka na ZŠ” [Traditional and non-traditional methods and forms of teaching Czech in primary school], Olomouc, 2004).
 - Bibliographic entry: Hájková, Eva. “Poznámky k vyučování slohu na 1. stupni ZŠ” [Notes on teaching diction in early primary school]. Paper presented at the international conference “Tradiční a netradiční metody a formy práce ve výuce českého jazyka na ZŠ” [Traditional and non-traditional methods and forms of teaching Czech in primary school], Olomouc, 2004.

9.5.3.2. *Theses and Dissertations*

- Footnote: Alena Vavrysová, “Produkce karotenoidů kvasinkami rodu *Cystofilobasidium*” [The production of carotenoid yeast of the genus *Cystofilobasidium*] (master’s thesis, Brno University of Technology, 2009), 58.
- Bibliographic entry: Vavrysová, Alena. “Produkce karotenoidů kvasinkami rodu *Cystofilobasidium*” [The production of carotenoid yeast of the genus *Cystofilobasidium*]. Master’s thesis, Brno University of Technology, 2009.

9.5.3.3. *E-book*

- The citation should contain as much detail, as possible, since there may be differences in the PDF, Kindle or Microsoft Reader and other formats of e-books. If the e-book is not paginated, you can use chapter or numbered section as reference.
- Footnote: Gerhard Nierhaus, *Algorithmic Composition: Paradigms of Automated Music Generation* (Wien: Springer, 2009), Kindle e-book, chap. 3.
- Bibliographic entry: Nierhaus, Gerhard. *Algorithmic Composition: Paradigms of Automated Music Generation*. Wien: Springer, 2009. Kindle e-book.

9.5.3.4. *Website*

- Footnote: “Odbor pro mládež,” Ministry of Education, Youth and Sports of the Czech Republic, accessed 16 September 2016, <http://www.msmt.cz/mladez/odbor-pro-mladez>.
- Bibliographic reference: “Odbor pro mládež.” Ministry of Education, Youth and Sports of the Czech Republic. Accessed 16 September 2016. <http://www.msmt.cz/mladez/odbor-pro-mladez>.



9.5.3.5. Online Article

- Footnote: Petter Hellström, “The tree of life: With Darwin from Genesis to genomics,” *Guardian*, 19 April 2016, <https://www.theguardian.com/science/the-word/2016/apr/19/the-tree-of-life-with-darwin-from-genesis-to-genomics>.
- Bibliographic entry: Hellström, Petter. “The tree of life: With Darwin from Genesis to genomics.” *Guardian*, 19 April 2016. <https://www.theguardian.com/science/the-word/2016/apr/19/the-tree-of-life-with-darwin-from-genesis-to-genomics>.

9.5.3.6. Archival Document

- The citation rules for archival materials are less well-defined and depend largely on the type of archival material. The aim of the citation is to inform the reader of the nature of the document, as well as to facilitate the reader’s possible procurement of the document. The basic template is as follows:
 - Footnote: Given Name(s) Surname, “Document Title” [Description], Archive, Archive Location, Folder Title, Call No.
Bibliographic reference: Surname, Given Name(s). “Document Title” [Description]. Archive, Archive Location, Folder Title. Call No.
 - Examples:
 - Footnote: TS Novotný-Kubala, “Zpráva o činnosti za měsíce leden – listopad 1966” [Activity report for the months of January – November 1966], FSB Archive, Barrandov Studio, Barrandov History, Dramaturgy, Creative Groups, TS Novotný-Kubala, BH 1966-A 6.
 - Bibliographic reference: TS Novotný-Kubala. “Zpráva o činnosti za měsíce leden – listopad 1966” [Activity report for the months of January – November 1966]. FSB Archive, Barrandov Studio, Barrandov History, Dramaturgy, Creative Groups, TS Novotný-Kubala. BH 1966-A 6.
- Note that individual elements of the description in square brackets should be separated by semicolons.
 - Footnote: Jaroslav Frejka, *Sen noci svatojánské* [A Midsummer Night’s Dream; play directing book; 20 pp.; unpaginated], Estate of J. Frejka, Theatre Department of the National Museum in Prague, JaF 25-8-9.
 - Bibliographic reference: Tröster, František. *Sen noci svatojánské* [A Midsummer Night’s Dream; mock-up of a scenographic design; chipboard, cardboard; dimensions 1 x 1.5 x 1 m]. Estate of J. Frejka, Theatre Department of the National Museum in Prague. JaF 25-8-9.
- The call number should appear if relevant for the work in question.
- A list of archives used, including their full names, should be included in the bibliography following the text (e.g. FSB Archive – Archive of the Barrandov Film Studio, NA – National Archive). In footnote citations, the abbreviated forms of archive names should be used.



9.5.3.7. *Work Exhibited in a Gallery*

- The Inventory Number should be provided if it is useful for identifying the work in question, for example:
 - Footnote: Karel Dvořák, *Sochař Jan Štursa* [The sculptor Jan Štursa; sculpture], Praha: National Gallery, Inv. No. P 3598.
 - Bibliographic entry: Karel Dvořák. *Sochař Jan Štursa* [The sculptor Jan Štursa; sculpture]. Praha: National Gallery. Inv. No. P 3598.

9.5.3.8. *Reproduction of a Graphic Work Included in another Document*

- Footnote: Gustave Coubert, *Malířův ateliér* [The Painter's Studio; oil on canvas, 1855], reproduction in José Pijoan, *Dějiny umění 11* (Praha: Knižní klub, 2000), 124–5.
- Bibliographic entry: Coubert, Gustave. *Malířův ateliér* [The Painter's Studio; oil on canvas, 1855]. Reproduction in José Pijoan, *Dějiny umění 11*, 124–5. Praha: Knižní klub, 2000.

9.5.3.9. *Film*

- If possible, include details of the recording that you used – DVD publication data, URL for web link, etc.
- Footnote: *Inception* [film], directed by Christopher Nolan (USA: Warner Bros. Pictures, 2010).
- Bibliographic entry: *Inception* [film]. Directed by Christopher Nolan. USA: Warner Bros. Pictures, 2010.

9.5.3.10. *Television Series*

- Footnote: *Znamení koně* [The sign of the horse], 12th episode “Důvěra” [Trust, TV series], TV, ČT1, aired 29 April 2011, also available online:
<http://www.ceskatelevize.cz/ivysilani/10225937474-znamenikone/309291310050012-duvera/>.
- Bibliographic entry: *Znamení koně* [The sign of the horse]. 12th episode “Důvěra” [Trust, TV series]. TV, ČT1, aired 29 April 2011. Also available online:
<http://www.ceskatelevize.cz/ivysilani/10225937474-znamenikone/309291310050012-duvera/>.

9.5.3.11. *Television Interview*

- Footnote: Petr Přibík, TV interview, *Studio ČT24*, TV, ČT24, 2 May 2011, 13:08.
- Bibliographic entry: Petr Přibík. TV interview. *Studio ČT24*. TV, ČT24, 2 May 2011, 13:08.

9.5.3.12. *CD*

- Footnote: *Panorama českého průmyslu 2006 / Panorama of Czech industry 2006*, Praha, Ministry of Industry and Trade, 2007, compact disc.
- Bibliographic entry: *Panorama českého průmyslu 2006 / Panorama of Czech industry 2006*. Praha, Ministry of Industry and Trade, 2007, compact disc.



9.5.3.13. *Sheet Music*

- Footnote: Viktor Kalabis, *Symfonie č. 4* [Symphony No. 4; full score] (Praha: Supraphon, 1974).
- Bibliographic entry: Viktor Kalabis. *Symfonie č. 4* [Symphony No. 4; full score]. Praha: Supraphon, 1974.

9.5.3.14. *Music Album*

- Footnote: *Viktor Kalabis: Symfonie a koncerty* [Viktor Kalabis: Symphonies and Concertos], Praha, Supraphon, SU 4109-2, 2013, compact disc.
- Bibliographic entry: *Smetanovo kvarteto LIVE nahrávka: 40 let Smetanova kvarteta* [The Smetana Quartet live recording: 40 years of the Smetana Quartet]. Praha, Supraphon, VT 8442-2, 2015. MP3/FLAC.

9.5.3.15. *Reference to a Specific Composition in an Album*

- The basic template for a reference to a specific composition in an album is as follows:
 - Footnote: Given Name(s) Surname, “Composition Title,” in *Album Title*, Place of Publication, Publisher, Catalogue Number, Year of Publication, type of media.
 - Bibliographic entry: Surname, Given Name(s). “Composition Title.” In *Album Title*. Place of Publication, Publisher, Catalogue Number, Year of Publication, type of media.
 - Example:
 - Footnote: Viktor Kalabis, “Smyčcový kvartet č. 5” [String Quartet No. 5], in *Týden nové tvorby 1986* [Week of new creation 1986], Praha, Panton, 8111 0623, 1986, LP.
 - Bibliographic entry: Viktor Kalabis. “Smyčcový kvartet č. 5” [String Quartet No. 5]. In *Týden nové tvorby 1986* [Week of new creation 1986]. Praha, Panton, 8111 0623, 1986, LP.
- Additional supplementary information may appear before the details of publication (e.g. recording date, information about the performers):
 - Footnote: Viktor Kalabis, “Smyčcový kvartet č. 5” [String Quartet No. 5], in *Týden nové tvorby 1986* [Week of new creation 1986], Kroftovo kvarteto, recorded on 12 March 1986 in Prague, Praha, Panton, 8111 0623, 1986, LP.
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