

## **Rivista di estetica, n.s. - Editorial Norms**

*A submitted paper will not go through further revision by the author.*

Every submission requires:

- a .doc file with the full text of the article, prepared for blind referee
- a .doc file with a 1500-3000 characters *abstract* (in English)
- a .doc file with 3 keywords (in Italian and English)
- a .doc cover file containing the following data (on behalf of the editorial board):

- 1) author (with address and e-mail address)
- 2) title, date of the last version
- 3) special requirements (if any) for formatting graphs, table, pictures, use of special scripts (e.g. Greek letters or Cyrillic, logical and mathematical symbols, etc.), etc.; each one of these elements (together with their caption) has to be submitted separately from the main text, together with an indication of the exact position in the text (for instance ‘Fig. 3’, ‘Tab. 1’)

The text files will not exceed 40.000 characters, notes and blank-spaces included. For the reviews the dimensions ought not to exceed 4.000 characters, blank-spaces included.

Quotes should be enclosed in low quotation marks (« »); every alteration of a quote by the author will be surrounded by square brackets (the cuts too, signaled by [...]); double quote marks “ ” are to be used only within a phrase in low quotation marks, and within the double quote marks the single ones ‘ ’ are to be used. The superscript of a note is placed before punctuation. The quotations that are reported in a smaller font size (namely, the quotes in the texts that exceed the four-five lines / 200-300 characters) have to be detached from the main text simply by starting a new line and writing at the beginning and at the end of the quote respectively ‘BEGINNING OF SMALLER FONT SIZE TEXT’ / ‘END OF SMALLER FONT SIZE TEXT’. If you use word processor among the less recent or less wide-spread, you should send two distinct files, one for the text, the other for the notes; in the texts the numbering of the notes will be between double brackets (( )).

References in the text and in notes must follow the above *author-date system*:

- 1) surname of the author (followed by the initials of the forename, if there are homonyms)
- 2) year(s) of publication of the work (if you are quoting more than one work of an author published in the same year, the suffix a, b, c, etc. follows the date)
- 3) colon [:]
- 4) number(s) of the issue and/or page(s)
- 5) The last reference in a line must end with a period [.]

E.g.

<sup>1</sup>Février 1948-59: I, 33.

<sup>2</sup>Fischer K.P. 1975: 444, Fischer K.R. 1977: 45.

<sup>3</sup>Derrida 1984b: 342.

To every abbreviation identifying a work, a line in a bibliography—to be edited separately and according to the general criteria below—will correspond.

(1) FULL SURNAME of the author (in small caps)

(2) Comma [,], and initials of the forename(s). *Nota bene*, no spaces between initials (e.g.: “QUINE, W.V.O.”, NOT “QUINE, W. V. O.”). In case of two authors insert a “and”; in case of three authors, use commas between the names; in case of more than three authors, add “*et. al.*” after the first

(3) New line starting with a dash (–) for every reference of the same author (no repetition of the name)

The references must contain the following data, separated with a comma [,], unless otherwise indicated.

*Quotation of volumes and essays in collections.* You should indicate, in this order, separated by a comma, the following data:

- 1) year of publication
- 2) title and subtitle, in italics (both for a volume and for an essay in a collection)
- 3) for essays in collection: “in” followed by the name of the editor(s), followed by “(ed.)” or “(eds.)”, a comma [,], and the title of the collection (in italics)
- 4) publishing place (in the language of the edition)
- 5) publisher (for the texts published after 1900 only)
- 6) book, issue, volume, part (if any)
- 7) for essays in collection: separated by a colon [:], chapter, paragraph and/or page(s)

*Quotations of articles and of essays in journals:*

- 1) year of publication
- 2) title of the article (in italics)
- 3) title of the journal (in round and within low quotation marks, do not abridge it, do not add ‘in’)
- 4) series, year of the journal (in Roman number), year (in Arabic digit), number of the issue, colon [:], page(s)

E.g.

KAPLAN, D.

– 1989, *Demonstratives*, in J. Almog, J. Perry, H. Wettstein (eds.), *Themes from Kaplan*, New York - Oxford, Oxford University Press

SIMMONS, A.

– 2001, *Changing the Cartesian Mind: Leibniz on Sensation, Representation and Consciousness*, “The Philosophical Review”, CX: 31-75

In order for the text to be considered finished a general correspondence to the editorial norms will not suffice. In particular, it is necessary that the article contain no orthographical mistakes (including grammatical norms on accents and punctuation, etc.) and stylistic defects. As for the *typographical style*: it is preferable to use italics soberly (beware of involuntary italicization of parentheses and quotation marks surrounding the text) and to avoid underlined, **bold**, ALL CAPS passages, and different fonts. Please avoid the following:

- 1) inserting the automatic hyphenation option, or the automatic bulleting or numbering (for paragraph, lists, internal titles, etc.)
- 2) protected areas, hyperlink to other texts (for instance to an illustration), or hidden parts (for instance, reviewing notes)
- 3) texts (or peculiar formal features) in the headings and footings.

Among the typing defects having the most bad outcome in publishing: using capital ‘I’ or small ‘l’ instead of the digit ‘1’; using (capital or small) ‘O’ instead of the digit ‘0’; double blank-spacing between two words, and especially after a point; blank-spacing before punctuation, or forgetting to blank-space after punctuation; obtaining an indentation by a series of blank-spaces or with the ‘tab’ key.