EDITORIAL GUIDELINES

General note

“Studi e Ricerche di Storia dell'architettura” is the double-blind peer-reviewed journal of the Italian Architectural History Association. It is published in both paper and digital format every six months, and it hosts contributions dedicated to different aspects of the history of architecture.

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About

The journal is open to four types of contributions:

1. **Essays.** Articles between 20,000 and 50,000 characters (spaces and notes included), with 10-12 images, referring to general themes or to works of particular importance and complexity.

2. **Documents (or short contributions),** dedicated to new archival or written sources and unpublished drawings, of about 9,000-15,000 characters including spaces, with 2-3 images.

3. **Bibliographic reports.** New publications’ reviews, preferably difficult to find and with a low media visibility (conference proceedings, exhibition catalogues, international publications), between 8,000 and 14,000 characters (spaces included).

4. **Letters from members.** Contributions sent to the journal by the association’s members, who deal with current issues of the discipline, with the historiographic methodology and the debate connected to it; related to the problems deriving from regulations and the ministerial strategic choices; the relationship between research and teaching; disciplinary "permeability" with other scientific sectors; the operational effects of historiography in relation to restoration and disclosure, etc. The text’s length can vary between 9,000 and 12,000 characters in relation to the editorial needs and the chosen topic.

Finally, an essay prepared by an external guest chosen for his reputation is included in each issue.

The official languages of the magazine are Italian and English, but contributions written in the other main European languages are accepted.

In general, notes must not exceed 50% of the text’s length. Appendices can be included, edited in the same body as the notes. The editorial board reserves the right to evaluate the overall size of the contribution and the number of images included in the final layout.

The magazine is open access. The publishing house can produce some printed copies addressed to libraries or institutions that prefer to archive on paper. Printed copies or abstract on-demand by the authors or third parties must be contracted directly with the publishing house, which will provide the cost of each single copy.
Abstract and final essay

Proposals for essays or short contributions should be sent in the form of a 10-line abstract together with 5 keywords in English, addressed to redazione.aistarch@gmail.com.

At the time of submitting the contribution in its final form, the authors must arrange the following files:

1. The full title of the essay, in its original language and in English
2. Text of the article (.doc format)
3. Abstract in English (max 1000 characters) (.doc format, inserted in the same text file)
4. Low-definition images, inserted in a single PDF or .doc file with captions (see the paper’s standards).
   The high-resolution images and any related authorizations for publication may be sent once the peer review has been completed
5. Bibliographical references (doc format): they will consist solely of the texts quoted in the footnotes, arranged in alphabetical order (Last Name First Name, as in the example below). If there are more than one publication by the same author, these should be listed in ascending chronological order.

Es. 1


Full essays, in accordance with editorial standards, should be sent to redazione.aistarch@gmail.com.

Acceptance

The essays, selected in the first place by the direction and by the editorial board, are evaluated by referees of the scientific committee or by external referees, according to the criteria of double-blind peer review. The final decision on the publication of the texts is carried out by the direction, which can also employ the advice of other specialists. The evaluation time for proposals may range from approximately two to six months.

If approved, the text will be sent again to the authors, with the indications and additions proposed by the anonymous reviewers. The author will receive a draft layout for the revision of the text: at this stage, only some changes can be made (correction of typos and where necessary the integration of the bibliography). Revised texts must remain within the established character limit. In the case of texts approved following a profound revision, a second reference may be provided after corrections or additions by the author.

For any further information, please contact the editorial staff redazione.aistarch@gmail.com
Paper

1. **Anonimity**: the author’s name must not appear in the paper or in any part of the sent materials. It is proper to delete any references to the author also from the sent files.

2. **Editing**: use the Times New Roman font (12 points), 1.5 line spacing, left aligned text, without syllabic division, without indents, tabs or divisions. The pages will be numbered in the bottom center.

Thanks should be included before the first note.
The texts can be divided into paragraphs with a title in italics.

3. **Images**: references to the images will be inserted in the text, in brackets: ex. (fig. 1).

4. **Notes** (Times New Roman, 10 points, line spacing 1,5) must be inserted at the foot of the page.

Notes are indicated with a progressive number in superscript and must precede punctuation. Notes always end with a stop.

5. **Quotations** will be enclosed in high quotation marks (“…” ) and written in round; citations within citations will be enclosed in simple quotation marks (‘…’). Quotes are reported in the original spelling of the source; in case of translation, refer to it in the note. In order to emphasize a concept or for non-textual quotations, simple quotation marks (‘…’) will be used. Double quotation marks ("…") will be used only for short textual quotations.

- For citations three or more lines long: insert a line spacing before the beginning of the subtext and one after; do not use the quotation marks at the beginning and at the end. Insert footnote cross-references after punctuation.

- Editorial cuts within infratexts must be reported in square brackets [...].

6. **Numbers up to twenty** - excluding measurement indications, page numbers or dates - are indicated in full, as a word.

- To indicate centuries, use Roman numerals (19th century, 16th century ...)
- The decades must be written in numbers (the 30s, the 50s...)
- The centuries following the decades, must be indicated in full and in capitals (the 50s of the Twentieth Century...)

7. **Names** are indicated in full. It is preferable to avoid using abbreviations; however, the use of some abbreviated forms is allowed (see list of abbreviations).

8. **Foreign words** in current use or usually used in the disciplinary field will be written in round (file, computer, Weltanschaaung, flamboyant, ante quem, mainstream, etc.); less common foreign words will be shown in italics. Same criterion applies to ancient languages. The terms belonging to languages with alphabets other than Italian will be transliterated (koinè, kabala, etc.).
9. **Names of places and remarkable things start with a capital letter.** e.g. piazza Liberty, basilica of Santa Maria della Salute.

10. **Names that indicate political, military or religious positions** (eg minister / ministry, general, Jesuits, pontiff, architect, etc.) go in lowercase.

11. **The months of the year** must be indicated in capitals (January, September...)

12. **The artworks**, mentioned in the body of the text, must be indicated in italics (however, in the captions must be inserted in normal font style).

13. **The titles of the books** in the body of the text, must be indicated in italics.

14. **The titles of newspaper articles, essays and journal articles**, listed in the body of the text, must be indicated between quotation marks.

15. **For the rules relating to images**, see below (paragraph "Images and captions")

**General remark:** unless otherwise indicated in these editorial rules, authors are recommended to follow the same standards within the text and the footnotes.

**Books (up to three authors)**

Author [or editor], *Title* (city of publication, publisher, date of publication), possible number of pages mentioned.

**Examples:**


**Collective works**

Do not use AA.VV.; insert the names of the authors in full (up to three), beyond this number insert the word “et. al.” after the first.
Examples:


Carlo Olmo (edited by), *Dizionario dell’architettura del XX secolo* (Torino, Allemandi, 2000).


Translations and new editions

Examples:


Vitruvio, *De architectura*, edited by Pierre Gros; translation and commentary by Antonio Corso and Elisa Romano (Torino, Einaudi, 1997).

Thesis or PhD thesis

Examples:


Exhibition catalogs and conference proceedings

Examples:


**Journal Articles**

Author, "Article title", *Magazine title*, issue, volume (month and year of publication), page numbers.

**Examples:**


**Essays in miscellaneous volumes**

Author, "Title of the essay," in *Volume title*, Editor's name (city, publisher, year), page numbers.

**Examples:**

Aistarch


**Archival Material and Manuscripts**

Archival Institution and location, *folder/box/dossier*, page number/papers

Archives and Libraries will be mentioned the first time with the full name and only later in abbreviated form.

First citation: Archivio di Stato di Mantova, *Archivio Gonzaga*, b. 95, c. 162.

Following: ASMn, *Archivio Gonzaga*, b. 95, c. 166.

**Examples:**

Archivio di Stato di Mantova, *Archivio Gonzaga*, b. 95, c. 162.


Londra, British Library, *ms. 38818*, c. 109r.

**Newspaper articles**

Author, "Title," Name of the Column, *Newspaper*, date.

**Example:**


**Reviews**

Electronic resources
Insert the references following the indicated standards. Then add URL and data relating to the last consultation. Only web pages of undoubted scientific value should be mentioned.

Examples:

Abbreviations
Abbreviations can be used for references repeated multiple times. The abbreviated form must include the author's surname, title and page number.
In the case of notes referring to the same source as the previous note, but with different pages, use *ivi* followed by the page number. In case of notes referring to the same source as the previous note, and to the same page, use *ibidem*.

Example:
1 Lotz, *Architecture in Italy*, 13
2 *ivi*, 25
3 *Ibidem.*

Pictures and captions
The illustrations must be named with consequential numbers and cited in the text (Fig.1), (Fig.2) (...) When sending the text, a low definition of the images must be included in a single word or pdf file (see "sending articles").
If the manuscript is accepted for publication, the author must send high-definition images. Images must have the following characteristics
- Files named with a progressive number and identified by a key word (e.g. 2_palazzo Farnese)
- Color file (RGB system)
Caption for buildings: image number, city, building name, date, short description (if necessary), author of the photograph and / or source (enter the data relating to the authorization for publication).

Examples:
2. Mantua, Palazzo Te, 1525-1535, eastern facade on the courtyard (photo by the author).

Caption for drawings and/or paintings: image number, author (if known) name of the work, location, date, short description (if necessary), source (insert the data relating to the authorization for publication).

Examples:
1. Donatello, Marzocco. Firenze, Museo Nazionale del Bargello.
2. Francesco di Giorgio Martini, Terme a Cassino; decorazione marmorea a Montecassino. Gabinetto deiDisegni e delle Stampe degli Uffizi, A 322.

It is preferable to avoid the use of images taken from books and magazines. If it is inevitable, the caption must cite the origin in full, following the same rules adopted for the footnotes but eliminating the round brackets:
1. Torre dei Venti ad Atene. Roma, Biblioteca Apostolica Vaticana, Cod. Barb. Lat. 4424, fol. 29r.

List of abbreviations

Please use the Oxford English Dictionary.