

## Editorial standards for E-Books and “Reti Medievali Rivista”

### General Guidelines

- The author must submit a definitive version of the manuscript (in Word, saved as a .DOC file), prepared with particular care (drafts are made for E-books; for the Journal, the editorial team dialogues with the author), together with an abstract of 500-700 keystrokes and 5-10 main keywords for e-prints and search engines. The suggested sequence of keywords is as follows: chronological references, spatial references, personal names, specific topics (eg. Middle Ages, 11<sup>th</sup>-12<sup>th</sup> centuries, Liguria, Genoa, Caffaro, Guglielmo Embriaco, Commune, political conflicts). For keywords excessive specification is discouraged, since it is unsuitable for search engines.
- authors are requested to 1) avoid formatting elements in the text: style sheets, syllabication, tabulations, automatic numbering of sections, blank lines between paragraphs, etc., in both body of text and footnotes 2) avoid underlining, boldface, small caps or all caps.
- Contributions for “Reti Medievali Rivista” (and chapters of E-Books, only these numbered with Roman numerals) are to be divided into numbered sections (in Arabic numerals, in Roman type) and titled (in italics). A dot and a single space should be placed between the number and title (authors should be careful not to trigger automatic numbering).
- For E-Books authors should provide an accurate and complete index of chapters (each chapter should be submitted in a separate file) and sections, cited works, list of any maps or images, list of abbreviations, indication of any index of names, etc.

### Works cited and footnote references to Works cited

Journal and E-Books follow the Chicago citation system. Authors should refer to the NOTES and BIBLIOGRAPHY section at the following links:

Italian: [https://it.bul.sbu.usi.ch/learning/chicago\\_note](https://it.bul.sbu.usi.ch/learning/chicago_note)

English: [https://en.bul.sbu.usi.ch/learning/chicago\\_note](https://en.bul.sbu.usi.ch/learning/chicago_note)

French: <https://www.scribbr.fr/citation-des-sources/exemples-citations-chicago/#:~:text=Le%20style%20Chicago%20A%20est,utilis%C3%A9%20dans%20les%20sciences%20dures>

Spanish: <https://web.ua.es/es/eurl/documentos/trabajo-de-fin-de-grado/estilo-chicago.pdf>

German: [https://stud.phzh.ch/globalassets/stud.phzh.ch/dienstleistungen/schreibzentrum/chicago-style\\_infoblatt.pdf](https://stud.phzh.ch/globalassets/stud.phzh.ch/dienstleistungen/schreibzentrum/chicago-style_infoblatt.pdf)

Contributions by the same author in the list of Works Cited must be in alphabetical order taking into account the first word of the title (excluding the initial article).

In the footnotes, works should always be cited in abbreviated form, indicating the author's surname, the first words (not a selection of words), but without the initial article, if any, of the title, the page(s) (p./pp. should be omitted).

In Works Cited always indicate the DOI or any other form of stable URL if available.

Below are some of the most frequent and significant examples:

#### BOOK IN THE "WORKS CITED" SECTION (AND ITS ABBREVIATED CITATION IN FOOTNOTES)

Bloch, Marc. *Apologia della storia o mestiere di storico*. Tradotto da Carlo Pischetta. Torino: Einaudi, 1950.

Bloch, *Apologia della storia*, 45.

Bloch, 24.

(i.e. in the subsequent footnotes that cite the same text, only the surname is repeated. Ibid. or *ivi* should not be used).

Iogna-Prat, Dominique. *La Maison Dieu. Une histoire monumentale de l'Église au Moyen Âge (v. 800-v. 1200)*. Paris: Éditions du Seuil, 2006.

Iogna-Prat, *Maison Dieu*, 58.

Furet, François. *Le passé d'une illusion*. Paris: Editions Robert Laffont, 1995. Translated by Deborah Furet as *The Passing of an Illusion* (Chicago: University of Chicago Press, 1999).

Or

Furet, François. *The Passing of an Illusion*. Translated by Deborah Furet. Chicago: University of Chicago Press, 1999. Originally published as *Le passé d'une illusion* (Paris: Editions Robert Laffont, 1995).

Kurland, Philip B., and Ralph Lerner, eds. *The Founders' Constitution*. Chicago: University of Chicago Press, 1987.

Haselgrove, Colin C., and Christopher J. Scull, "The Romanization and De-romanization of Belgic Gaul." In *Current research on the Romanization of the Western Provinces*, ed. by Marcus Wood, and Francisco Francisco M.V.R. Queiroga, 9-24. Oxford: Tempus reparatum, 1992.  
Haselgrove, and Scull, "Romanization", 14.  
Haselgrove, and Scull, 14.

#### MULTI-VOLUME WORK

##### Entire Work

Barbero, Alessandro, dir. *Storia d'Europa e del Mediterraneo*. 15 voll. Roma: Salerno, 2006-17.

##### Single volume

Carocci, Sandro, cur. *Popoli, poteri, dinamiche*. Vol. 8 of *Storia d'Europa e del Mediterraneo*, dir. by Alessandro Barbero. Roma: Salerno, 2006.

##### Entire Work

Wright, Sewell. *Evolution and the Genetics of Populations*. 4 voll. Chicago: University of Chicago Press, 1968-78. Wright, *Genetics of Populations*, 250.

##### Single volume

Wright, Sewell. *Theory of Gene Frequencies*. Vol. 2 of *Evolution and the Genetics of Populations*. Chicago: University of Chicago Press, 1969.

Wright, *Theory of Gene Frequencies*.

#### CONTRIBUTION IN COLLECTIVE VOLUME (AND ITS ABBREVIATED CITATION IN FOOTNOTE)

Lenoble, Clément. "La vie humaine comme seuil du marché. Le prix des choses et la valeur 'inappréciable' de la vie à la fin du Moyen Âge." In *Valore delle cose e valore delle persone. Dall'Antichità all'Età moderna*, ed. by Massimo Vallerani, 189-208. Roma: Viella, 2018.

Lenoble, "Vie humaine," 195-6.

Gasparri, Stefano. "Tardoantico e alto medioevo: metodologie di ricerca e modelli interpretativi." In *Popoli, poteri, dinamiche*, ed. by Sandro Carocci. Vol. 8 di *Storia d'Europa e del Mediterraneo*, dir. by Alessandro Barbero, 27-61. Roma: Salerno, 2006.

Gasparri, "Tardoantico e alto medioevo," 61.

Gasparri, 27.

Bordone, Renato, Paola Guglielmotti, Sandro Lombardini, e Angelo Torre. "Lo spazio politico locale in età medievale, moderna e contemporanea. Ricerche italiane e riferimenti europei." In *Lo spazio politico locale in età medievale, moderna e contemporanea: Atti del Convegno internazionale di studi (Alessandria, 26-27 novembre 2004)*, ed. by Renato Bordone, Paola Guglielmotti, Sandro Lombardini, e Angelo Torre, 10-47. Alessandria: Edizioni dell'Orso, 2007.

Bordone, Guglielmotti, Lombardini, e Torre, "Spazio politico locale," 33.

Foucray, Bruno and François Gentili. "Le village du haut moyen âge de Serris (Seine-et-Marne), lieudit "Les Ruelles (VII<sup>e</sup>-X<sup>e</sup> siècles)." in *Habitat rural du haut Moyen âge : France, Pays-Bas, Danemark et Grande-Bretagne : actes des XIV<sup>es</sup> Journées internationales d'archéologie mérovingienne, Guiry-en-Vexin et Paris, 4-8 février 1993, organisées par l'Association française d'archéologie mérovingienne*, Ed. by Claude Lorren, et Patrick Périn, 139-43. Rouen: Association française d'archéologie mérovingienne, 1995.

Foucray, and Gentili, "Serris (Seine-et-Marne)," 139.

Iogna-Prat, Dominique. "Postface. Architecturer la société." In *La Maison Dieu. Une histoire monumentale de l'Église au Moyen Âge (v. 800-v. 1200)*, 613-28. Paris: Éditions du Seuil, 2012<sup>2</sup>.

Iogna-Prat, "Postface," 614.

#### CONTRIBUTION IN JOURNAL (AND ITS ABBREVIATED CITATION IN FOOTNOTE)

Freedman, Paul. "La resistencia campesina y la historiografía de la Europa medieval." *Edad Media. Revista de Historia* 3 (2000): 17-37.

Freedman, "Resistencia campesina," 23-33.

Wood, Ian. "The Making of the 'Burgundian Kingdom'." *Reti Medievali Rivista* 22, no. 2 (2021): 111-140. <https://doi.org/10.6093/1593-2214/7721>.

Wood, "Making", 112.

#### CONTRIBUTION IN A COLLECTION (AND ITS ABBREVIATED CITATION IN FOOTNOTE)

Appelt, Friedrich, ed. by *Die Urkunden Friedrichs I. 1152-1158*. MGH Diplomata, Die Urkunden der Deutschen Könige und Kaiser, vol. 10.1. Hannover: Hahnsche Buchhandlung, 1975.

Appelt, *Urkunden Friedrichs I.*, doc. 13, 87-92.

Bartoli Langeli, Attilio, Eleonora Rava, and Filippo Sedda, eds. *Vita et miracula Rosae de Viterbio*. Corpus Christianorum, Continuatio mediaevalis, vol. 306. Turnhout: Brepols, 2021.

Bartoli Langeli, Rava, and Sedda, *Vita et miracula Rosae de Viterbio*, 132.

Alcuinus, *Excerptiones super Priscianum*, ed. by Louis Holtz, and Anne Grondeux. Corpus Christianorum, Continuatio mediaevalis, vol. 304. Turnhout: Brepols, 2020.

Alcuinus, *Excerptiones*, 122.

Guigo I Carthusiae Prior Quintus. "Consuetudines Carthusienses." In *Praecipuorum Carthusiensium Patrum Opera Omnia*. Patrologiae cursus completus, Series Latina, ed. by Jacques-Paul Migne, vol. 153. 635-758.

Paris: J.-P. Migne ed., 1854.

[https://books.google.it/books?id=Cu4QAAAAYAAJ&hl=it&source=gbs\\_navlinks\\_s](https://books.google.it/books?id=Cu4QAAAAYAAJ&hl=it&source=gbs_navlinks_s).

Guigo, "Consuetudines," chap. LXV, De disciplina fratrum, 743-44.

Examples of note with list of works cited and punctuation marks:

Varanini, "Veneto;" Delle Donne, "Campania;" Guglielmotti, "Piemonte".

or

Varanini, "Veneto." Delle Donne, "Campania." Guglielmotti, "Piemonte."

#### *Text*

- the footnote should be placed after punctuation of relevant portion of the text and never on article, chapter or paragraph titles
- for short quotations use inverted commas ‘ ’; for a ‘cautionary’ use of words or concepts simple quotation marks ‘ ’ are used
- the following forms are used: fourteenth century or 14<sup>th</sup> century (and not ‘300’); 960s
- indications of consecutive years or pages are to be given as follows: 21-2, 1348-50, 643-5, 1095-110
- initial letters of saints: the preaching of st Francis; the church of St Francis; Borgo San Dalmazzo
- authors should limit the use of capital letters as much as possible (Church, as a universal institution; Empire).

#### *Figures, tables and graphs*

- respect the size of the format chosen for publication: the maximum size for tables, graphs, etc. is 12 x 18 cm
- do not include figures, tables and graphs in the text file (.DOC). These should be provided in separate files numbered progressively in Arabic numerals and referred to in the text in an unabbreviated manner (Figure 3 or Table 4.5)
- supply the figures in .JPG, .TIFF or .EPS format (with 300DPI resolution)
- provide tables in Word or Excel format
- provide graphs in .EPS or spreadsheet format (Excel or other)
- Please note that the printed publication of E-Books is generally in black and white while the online version may be in colour; images must therefore be able to be reproduced for printing in grey tones.

#### *Abbreviations*

<b>in full</b>	<b>abbreviation</b>
academic year	a.y. <b>with no space</b>
after Christ	CE <b>with no space</b>
anastatic	anast.
appendix	app.

before Christ	BCE <b>with no space</b>
chapter/s	chap.
carta/e <b>of ms</b>	folio, folia
circa	ca. <b>(for dates)</b>
column/s	col.
document	doc.
editor	ed.
etcetera	etc.
edition	ed.
figure/s	fig.
footnote	f.n.
forthcom.	forthcom.
manuscript	ms <b>without a dot</b>
new series	n.s. <b>with no space</b>
number/s	No.
paragraph/s	par. <b>o § §§</b>
<i>quondam</i>	<i>q.</i>
<i>recto</i>	<b>r without a dot and attached to the number</b>
register/s	reg.
following	et seq.
no dat [of publication]	n.d. <b>with no space</b>
no place [of publication]	n.p. <b>with no space</b>
tome	t.
translation	transl.
verse/s <b>of poetry</b>	v.
<i>verso</i>	<b>v without a dot and attached to the number</b>
volum/s	Vol.