

PUBLICATION GUIDELINES

All article proposals, written in Italian or English, will be carefully studied by the Scientific Committee. They will then be further examined, anonymously, by two assistants. Once an article is approved, the author will receive a form to be completed, granting exclusivity to the journal together with a draft of the article.

The articles must contain **an abstract in English** setting out the main points of the article, expressed in the **third person** (e.g. “the author holds that...”) and ending with a list of **five key words** in English.

Contributions should not, unless otherwise specified, exceed 25 pages (footnotes included), in accordance with the layout detailed below; any exceptions must be agreed upon in advance. The article may be divided into chapters and numbered paragraphs, each with a heading.

All documents must be saved in the most common file formats (.doc/.rtf)

Three types of characters will be permitted: normal, *italicized*, and **in bold**. The use of all-caps, underlining, widely-spaced words etc... or the use of tables, charts, columns and other graphic variations must be agreed upon in advance.

Abstract: Times New Roman, size 12, line spacing 1.15, *italicized*, justified, 0.5cm indent in first line of each paragraph.

Body text: Times New Roman, size 12, line spacing 1.15, justified, 0.5cm indent in first line of each paragraph.

Essay title: Times New Roman, size 14, all-caps, justified, bold, in Italian and English.

Author’s name: Times New Roman, size 12, *italicized*, justified, bold, located beneath the essay title.

Paragraph titles: Times New Roman, size 12, **in bold**, justified, two blank lines above and one below.

Footnotes (bottom of the page): Times New Roman, size 10, single-spacing, progressive numbering.

Bibliography references: Times New Roman, size 10, line spacing 1.15, justified.

Quotation marks: « » for citations (**even for a single word**); “” for expressions, citations within citations and journal titles. Avoid use of ‘single quotation marks’. Words from other languages should be *italicized*.

Block quotes: size 12, one blank line before and after, and «quotations».

Interrupted quote: [...]

Use [square brackets] to insert text that has been edited or modified from the original quote.

In-text citations: With in-text citations, the citation goes *before* punctuation; at the end of a block quote, it goes *after* the punctuation.

Abbreviations: p. 1. pp. 00-00

Ibid. (same source + same pages): *if preceded by or following italics, leave un-italicized.*

Ivi, pp. 00-00 (same source + diff. pages).

Page numbers of references should always be written out in full: pp. 345-346 (*not* 345-6)

Accents: Italian words ending in the letter “e” with an accent would usually have an “acute” accent (*perché, poiché, affinché* etc...), apart from third-person present singular of the verb *essere*, (*è, cioè*), some common names (e.g. *bebè, caffè, tè*) and certain names (e.g. Noè, Giosuè, Mosè). Capital E’s that require an accent must always be *É* and not *E’*.

Punctuation: There should be no spaces left *before* the following punctuation marks: . (full stop) , (comma) : (colon) ; (semi-colon) ! (exclamation mark) ? (question mark). There should however always be a space after these punctuation marks, except for ‘ (apostrophes).

Hyphens: Use short hyphens (-) for hyphenated compound words (e.g. action-packed) or for numbers

(e.g. “between the years 1980-1990”, “pp. 46-47”); short hyphens should not be preceded or followed by a space. Longer hyphens (—) are used for incidental phrases, and are always preceded and followed by a space (e.g. “David Cameron – Prime Minister of Great Britain – is a sitting MP”). These hyphens are also used as the mathematical “minus” symbol.

Bibliographical citations: placed in the footnotes, references are indicated in the following format: surname name + year of publication, p./pp. (e.g. Fortes 1970, p.32; Boissevain 1974, pp.34-45).

At the conclusion of the article there must be a full bibliography, which will provide the abbreviation, followed by a colon, containing the complete citation, in the following format: Author’s SURNAME, FIRST NAME, title. City: publishing house, year

(e.g. Fortes, Meyer *Time and Social Structure and Other Essays*,. London: The Athlone Press, 1970).

When **citing the classics**, adhere to current norms: for example *Metaph* for ARISTOTELE, ’s *Metafisica*, *De Int.* for *De Interpretatione* etc...

Titles of magazine articles or the extracts from the texts, should be written between quotation marks, “like so”.

Magazine names should be in full and italicized.

Acronyms of directories should also be indicated in the bibliography.

Curator(s): Author(s), (a cura di) *Italian title* etc...

Author(s), (ed./eds.), *English title*...

Author(s), (éd./éds.), *French title*...

Author(s), (Hrsg.), *German title*...

Avoid if possible using *et al.*

Sample bibliography to be inserted at the end of the article, on the next page:

BOISSEVAIN J., *Friends of Friends. Networks, Manipulators and Coalitions*, Oxford, Basil Blackwell, 1974.

BROEKMAN J. M., *A Goddess for semiotics of law and legal discourse*, *DADA Rivista di Antropologia post-globale*, in www.dadarivista.com, n.1 Dicembre 2011, pp. 7-22.

CONTI ROSSINI C., *I camminatori sul fuoco in Etiopia*, *Rassegna di Studi Etiopici*, 1943, pp. 94-110. *Magica*, *Rassegna di Studi Etiopici*, IV, 1946, pp. 73-76.

FORTES M., *Time and Social Structure and Other Essays*, London, The Athlone Press, 1970.

KRAMER F., *Notizen zur Ethnologie der passione*, *Kölner Zeitschrift für Soziologie*. Sociologie als Sozialwissenschaft, Sonderheft 26. Opladen, 1984, pp. 297-313. *Der rote Fez. Über Besessenheit und Kunst in Afrika*. Frankfurt am Mainz, Athenaeum, 1987.

At the end of the Bibliographic References, a possible **Sitography** can also be inserted.