

STYLE GUIDE



1) TEXT CONVENTIONS (ARTICLE)

Characters:

40 000 – 50 000 characters MAXIMUM (spaces and notes included)

Illustrations:

15 images MAXIMUM (jpg or tif, at least 300 dpi and 10x13 cm); for captions and copyright, please see below

Abstract: max. 1000 characters (in English). The abstract should contain:

- the topic
- the question(s) considered (or assumptions challenged)
- the analytic approach taken
- the conclusions reached

See also **Guidelines for abstracts** below.

Keywords: 5–10, order of importance, in English and in the language of the article

Please note: If writing in a foreign language, copy editing by a native speaker is mandatory prior to the article submission.

2) TEXT CONVENTIONS (REVIEW)

Characters: 12 000 characters MAXIMUM (spaces and notes included)

Illustrations: 3 images MAXIMUM (jpg or tif, at least 300 dpi and 10x13 cm); for captions and copyright, please use the provided table (Figures Table)

Quotes:

Quotes in the language of the article should be marked by quotation marks.

Quotes in other than the language of the article should be marked by italics.

Quotes longer than three lines should be given in indented paragraphs without quotation marks (unless indicating direct speech) or italics, followed by a footnote referring to the source.

3) USE OF REFERENCES:

- Numbers of references to the footnotes must be after any kind of punctuation:

e.g. Kunstwollen.¹

- References to figures have to be before punctuation: [Fig. 1].
- References to more figures, editors, etc. without period: Figs, eds

Books

Name of the author (Name Surname), title in italics, place and year of publication, page(s):

- André Chastel, *Marsile Ficini et l'Art*, Geneva 1996, pp. 14–16, sp. p. 15.
- *Idem/Eadem, ibidem* in italics

Articles

Name of the author, title in quotation marks, title of the journal in italics, issue number in Arabic numerals, publication year in brackets, pages of the entire article, page(s) of the citation:

- e.g. Patricia Fortini Brown, "Honor and Necessity: The Dynamics of Patronage in the Confraternities of Renaissance Venice", *Studi Veneziani*, 14/1 (1987), pp. 179–212, sp. p. 184.

Essays in books

Name of the author, title in quotation marks, title of the book in italics, name(s) of the editor(s), place and year of publication, pages of the entire essay, page(s) of the citation:

English :

- Brian Pullan, "Natura e carattere delle Scuole", in *Le Scuole di Venezia*, Terisio Pignatti ed., Milan 1981, pp. 9–26, sp. p. 15.

Italian:

- Brian Pullan, "Natura e carattere delle Scuole", in *Le Scuole di Venezia*, a cura di Terisio Pignatti, Milano 1981, pp. 9–26, sp. p. 15.

German:

- Brian Pullan, „Natura e carattere delle Scuole“, in *Le Scuole di Venezia*, Terisio Pignatti (Hrsg.), Mailand 1981, S. 9–26, bsd. S. 15.

French:

- Brian Pullan, « Natura e carattere delle Scuole », in *Le Scuole di Venezia*, Terisio Pignatti éd., Milano 1981, pp. 9–26, sp. p. 15.

Electronic sources

Sources available online should be given in square brackets after the reference, followed by a date of last access:

e.g. Thomas F. Glick, "Chapter iv. Social Structure", in *Idem*, *Islamic and Christian: Spain in the Early Middle Ages*, Manchester 1995, pp. 106–107, Library of Iberian Resources Online (LIBRO), <https://libro.uca.edu/ics/emspain.html> [accessed on February 3, 2023].

PhD Theses

Author, title of the thesis in italics, PhD thesis (Name of the University), place and year of publication (if not published, state forthcoming/unpublished thesis).

- László Szende, *Piast Erzsébet és udvara (1320–1380)*, PhD thesis (Eötvös Loránd University), Budapest 2007.

Exhibition Catalogue

Exhibition title in italics, cat. exh. (city, place + date), the commissioners, place and year of publication:

- *Fioritura tardogotica nelle Marche*, exhibition catalogue (Urbino, Palazzo Ducale 1998), Paolo dal Poggetto ed., Milan 1998.

Citations from the Bible

For example, (Mt 1, 5–7).

Cross references

If repeated citation: Name of the author, first word(s) of the title (note number of the first citation), page:

- Panofsky, *Essais* (n. 8), p. 4.
- Romano, "L'immagine di Roma" (n. 12), p. 176.

In case of multiple authors:

- Le Goff/Schmitt, *Histoire vécue* (n. 19), pp. 15–17.

GUIDELINES FOR ABSTRACTS

The abstract should clearly convey the **object, building, or place** considered in the paper and the **purpose** of this focus. It should report the kind of **analysis** that was applied. Reference to other scholars' relevant work is appropriate, although not essential. The abstract must report the author's **conclusions**, and, when appropriate, whether they apply solely to the object under study or have farther-reaching implications. In stating or clearly alluding to the article's topic, the abstract's **first clause**, however, **should not be**, "This article/study/essay examines/studies/considers/analyzes/presents...." to avoid stating the obvious. The writing style of an abstract should be **economical and precise**, in perfect **American English**.