

Editorial Rules

History of Education & Children's Literature publishes research papers, reviews, critical reviews and bibliographical studies, project presentations and reports on the activities of institutes and research centres specialising in the field. Anyone interested may send a proposal for collaboration, including an abstract and a curriculum vitae, to the Editor in Chief (roberto.sani@unimc.it). The texts submitted, if they do not require any intervention by the external reviewers, will be considered as final versions and the authors will not be allowed to intervene in any way. Authors will not be provided with galley proofs of the submitted article.

Authors will receive a pdf file of the entire issue from the editorial team.

Proposals must be submitted according to the editorial guidelines below (download the pdf) and using the file.doc available on this page (download the template).

Please note that proposals not submitted in this way will not be accepted. Articles must not be accompanied by a final bibliography.

1. Articles must be submitted to the journal by sending an e-mail to the Editor in Chief Roberto Sani (roberto.sani@unimc.it), using the available Word template.
2. Articles must be accompanied by an abstract and a curriculum vitae.
3. The following languages will be accepted: Italian, English, French, Spanish, Portuguese, German.
4. Each article – submitted in any of the accepted languages – must also include the title of the paper in English (font: Times New Roman, in italics; size: 11), an abstract in English (font: Times New Roman; size: 11) of no more than 800 keystrokes (including spaces) and five keywords in English (font: Times New Roman; size: 11). These must be entered in the order indicated in the above template (point 1).

5. **Text setting.** There are two types of font: normal and *italic*. Italics should only be used for words in foreign languages that are not commonly used, for paragraph headings and for the titles of books and articles.
6. **Fonts and dimensions of title and text.** The title of the contribution must be in Times New Roman, size 26 (neither in uppercase nor bold). The text of the contribution must be in Times New Roman font, size 12.
7. **Inverted commas.** For literal quotations of phrases or single expressions, low inverted commas to corporal are used («text»); the use of double high quotation marks (“text”) is formalised to indicate denominations (e.g. the Liceo Classico “Annibal Caro” of Fermo), to emphasise words or phrases, and for non-literal quotations; single quotation marks (‘text’) are used for quotations within quotations.
8. **Quotations.** Literal quotations longer than 4/5 lines should be in Times New Roman font, size 11, with a leading and trailing stroke preceding and following the quotation. No indents should be inserted in the margin.
9. **Notes.** Notes must be written in Times New Roman, size 10. In the case of a double first name of an author, the initials should be transcribed without spaces (eg. J.R.R. Tolkien); the initial of the author’s name should not be repeated if the text has already been quoted (only the surname should be given); *op. cit.* or *art. cit.* should never be used, but only *cit.* (in round type) for bibliographic citations following the first. Pages should be indicated as follows: pp. number and ss. (following); **AA. VV. e VV. AA.** are never used, in case where the number of authors exceeds 3 the title of the text should be directly quoted; the abbreviated form *et al.* is not used, to which the extended form is preferred, *et alii* (in italics); **Id.** and **Ead.** (in round type) indicate the same author of the contribution just quoted; *ibid.* is always abbreviated and always in italics; *Ibid.* is only used after a full stop or at the beginning of the period; *ivi* is never used, for which *ibid.*, p. or pp. is substituted; before journals/periodicals is never inserted **in**; edited by/ed. by/eds. are standardised with **ed.** in the singular and with **edd.** in the plural.

10. If a website is mentioned in the notes, either (last access: 00.00.0000) or (last update: 00.00.0000) must be entered after <URL>. The URL must be inactive and inserted between these two symbols <URL>.

11. **Indication of volumes.** **vol.** (lower case) is used to indicate the single issue of a journal (e.g. R. Sani, *Catholic educational publishing between the two wars: the case of the publishers SEI of Turin and La Scuola of Brescia*, «History of Education & Children's Literature», vol. IV, n. 1, 2009, pp. 231-242.); **Vol.** (upper case) is used to indicate the single volume of a multi-volume work (e.g. D. Montino, *Da Scolari a bambini? Scritture disciplinate e scritture personali nei quaderni di scuola*, in J. Meda, D. Montino, R. Sani (edd.), *School Exercise Book. A Complex Source for a History of the Approach to Schooling and Education in the 19th and 20th Centuries*, 2 vols., Firenze, Polistampa, 2010, Vol. II, pp. ...); in the case of a work in two or more volumes use **vols.** (in English); **voll.** (in Italian).

12. **Bibliographic citation system** (so-called «footnote»):

- **Monographic volume:** A. Choppin, *Les manuels scolaires: histoires et actualité*, Paris, Hachette, 1992.
- **Further quotations (after the first quotation):** Choppin, *Les manuels scolaires: histoires et actualité*, cit., p. 34 or *Ibid.*, p. 34.
- **Journal articles:** W. Frijhoff, D. Julia, *L'alimentation de pensionnaires à la fin de l'Ancien Régime*, «Annales ESC économies Sociales», vol. 30, n. 2-3, 1975, pp. 491-504.
- **Collective volumes (with one or more editors):** M. Lawn, I. Grosvenor (edd.), *Materialities of schooling. Design, technology, objects, routines*, Oxford, Symposium Books, 2005.
- **Essay contained in a collective volume:** A. Castillo Gómez, *Los cuadernos escolares a la luz de la Historia de la cultura escrita*, in J. Meda, D. Montino, R. Sani (edd.), *School Exercise Books. A complex source for a History of the Approach to Schooling and Education in the 19th and 20th Centuries*, 2 vols., Firenze, Polistampa, 2011, Vol. I, pp. 3-10.
- **Translations:** in the case of translations of individual words or phrases, use square brackets; in the case of editorial references to translated editions, indicate the original

and translated versions: M. Weber, *Wirtschaft und Gesellschaft*, Tübingen, Mohr, 1922; Engl. transl. *Economics and Society. An outline of interpretative sociology*, by curator's name, New York, Badminster Press, 1968.

- **Thesis / Doctoral Thesis:** J. Pascual Mora, *Discursive communities in the history of education in Latin America, a case study: Venezuela (1998-2008)*, Doctoral Thesis, Department of Pedagogy (Supervisor: Á.-P. González Soto), Tarragona, Universitat Rovira I Virgili, a.a. 2007-2008.
- **Electronic resources and web pages:** S. Miranda, *The Cardinals of the Holy Roman Church*, 1998-2015, (Last updated: 16.02.2015), <<http://www2.fiu.edu/~mirandas/cardinals.htm>> (last access: 04.03.2015).
- Square brackets [] are used when you one is unsure e.g. of the author or the date of publication and in translations [standard].
- If, in addition to the pages of the article, specific pages relating to a quotation or passage are given, add in partic. (author, *title text*, «journal», vol., n., year, pp., in partic. p.).
- The names of publishers and/or places of printing must be standardised in the text and notes: FrancoAngeli (and not F. Angeli); il Mulino (and not Il Mulino); La Scuola (and not la scuola); eum (and not EUM).