COSTELLAZIONI
GUIDELINES FOR AUTHORS

I. Formatting

The contributions (footnotes, tables and bibliography included) must remain between 25,000 and 40,000 characters. In the case of articles in the monographic section, between 25,000 and 30,000.

Pre-essay and title

Complete this section with single line spacing in the following order:

- **Title:** bold; Roman style (with the exception of titles of books, films, paintings, theatrical works, and foreign words which use italics); Palatine Linotype font, size 14; centred text alignment, capital letters for first letter of each word of the first section (excluding articles, conjunctions and prepositions); finished with strong punctuation i.e. full stop or colon

- **Subtitle**: Roman style (with the exception of titles of books, films, paintings, theatrical works, and foreign words which use italics); Palatine Linotype font, size 14; centred text alignment; capital letters for first letter of the first word, titles and proper nouns; followed by a line break; authors are asked to try to keep subtitles to under one line in length

- **Name and surname of the author**: small caps; Roman style; Palatine Linotype font, size 12; centred text alignment; followed by a line break

- **University or Institution:** italics; Palatine Linotype font, size 12; centred text alignment; followed by a line break

- **Title "Abstract":** italics; Palatine Linotype font, size 12; justified text alignment; followed by a line break

- **Abstract:** in ENGLISH with a maximum of 1000 characters; in italics (with the exception of titles of books, films, paintings, theatrical works, and foreign words which use Roman style); Palatine Linotype font, size 12; justified text alignment

- **List of five Keywords in ENGLISH:** separated by a semicolon, in Roman style (with the exception of titles of books, films, paintings, theatrical works, and foreign words which use italics); Palatine Linotype font, size 12; justified alignment; ending with a full stop; followed by two line breaks.

E.g.

To the Edge and Back Again.
Trailing Margret Hedge's analysis of Simon Twig's *Space*

REBECCA SHRUB

Sapienza University of Rome

Abstract

This essay focuses on the impact of Margret Hedge's scholarship on the understanding of Simon Twig's Space. *The research begins…*

Keywords: Simon Twig; *Space*; Margret Hedge; spatiality; nature.

Body of essay

- **Font:** Roman style (with the exception of titles of books, films, paintings, theatrical works, and foreign words which use italics); Palatine Linotype font, size 12
- **Text:** justified alignment; indented by 1 cm in the first line of each paragraph, except the initial one and those following the long quotations
- **Section Titles:** numbered using Arabic numerals; capital letters for first letter of each word (excluding articles, conjunctions and prepositions after the first word); italics; no full stop at the end; spaced with two line breaks above and one line break below; subtitles follow a after a period or colon
- **Short quotations (3 lines or less):**
  - Quotes should be followed by a bibliographic reference within rounded brackets presenting the details of the surname of the source's author, year of publication and the pages to which reference is made, followed by any punctuation.
  E.g. "It is only after we reach the edge that we can begin to return" (Hedge 1990: 50)
  - For quotations where an intext bibliographic reference has already been made, do not use Ibid., instead replace with the page number in brackets, e.g. (52)
  Please also note:
  - Quotes must be recorded within double quotation marks. E.g. "It was the best of times, it was the worst of times"
  - Any additional punctuation must come AFTER the double quotation marks.
  E.g. "No one is useless in this world who lightens the burdens of another", wrote Dickens
  - Any quotation within the quote must be signalled using single quotation marks: "'This will never work', Delia said"

- Any explanatory additions by the author, editor or translator must go within square brackets.
  E.g. "You can't take it [money] with you"
- Any omissions or cuts to the quotation should be presented as such […].
  E.g. "Literature adds to reality, it does not simply describe it. […] It irrigates the deserts that our lives have already become"
- If a quotation does not start the new sentence:
  - Use a comma to introduce a quote if the sentence is incomplete.
  E.g. Dickens' remark, "Trifles make the sum of life", demonstrates his understanding of the human experience
  - Use a colon to introduce a quote if the sentence is complete.
  E.g. In *The Awakening*, Mme Ratignolle exhorts Robert Lebrun to stop flirting with Edna: "She is not one of us; she is not like us"

- **Long quotations (4 lines or more):**
  - The quotation should be presented as an indented paragraph (1cm to both the right and left), in font Palatine Linotype, size 10, with single line spacing, 1 line break before and after the quotation
  Please also note:
  - Do not use any quotation marks
  - Any quotation within the quote must be signalled using single quotation marks
  - Any omissions, cuts or additions to the quotation should be presented as such […] (see above for more details)
  - The quotation must be closed with a full stop or other strong punctuation and followed by a bibliographic reference within rounded brackets presenting the details of the surname of the source's author, year of publication and the pages to which reference is made. E.g. (Hedge 1990: 50)
  - If the quotation is in translation, use a bibliographic reference within rounded brackets presenting the details of the surname of the source's author, year of publication, followed by the abbreviation: trans. with the year of publication and the pages to which reference is made. E.g. (Bianchi 1921; trans. 1968: 17)
  - The paragraph following the quote should NOT be indented on the first line

  Example of long quotation:

  A casual glance through the list of graves in the official guidebook of Vyšehrad Cemetery would lead us to believe that […] Josef Čapek too is buried in 'the most sacred place' amid 'the whole company of our great minds'. But the headstone tells us otherwise: 'Here would have been buried Josef Čapek, painter and poet. Grave far away […]'. (Sayer 1998: 236)

- **Footnotes:**
  - The footnotes can be used for adding more information or expanding on elements from the body of the text. The footnotes are not to be used for bibliographic information relating to quotes in the body of the essay. These should be treated as above, i.e. inside rounded brackets with the name, year and page number
  - The footnotes should also be used to give translations of quotations in languages other than Italian and English.

Post-essay

Complete this section with single line spacing in the following order:
- **Bibliography:** start on a new page
- **Title "Bibliography":** Palatine Linotype font, size 12; centred text alignment; followed by two line breaks
- **Bibliographic references:** Palatine Linotype font, font size 12, justified text alignment; a left hanging indent of 0.75 cm after the first line (for more detailed examples see section II)
- **Author profile:** bibliographic profile of author in either Italian or English of a maximum of 500 characters including spaces; Palatine Linotype font, font size 12, justified text alignment; name and surname of author in bold

II. Bibliography

- The bibliography should be formatted as per section I
- Bibliographical references must be inserted at the end of the contribution and must be ordered alphabetically
- In the case of several works by the same author, they must be ordered chronologically from the oldest to the most recent, and alphabetically by title for those possibly relating to the same year. In the latter case the works will be differentiated by adding a lowercase letter after year, without space between year and letter (e.g.: 2009a, 2009b, 2009c)
- Authors and editors' surnames (not translators') are always in small caps
- The standard formatting of the bibliographic reference should be as follows but see the section below for examples of specific references:

  Surname First name, *Title,* Publisher, City Year.

Book with single author or editor
A book with an editor in place of an author includes the abbreviation (ed.) for "editor"; if there is more than one editor, use (eds.).

Pollan Michael, *The Omnivore's Dilemma: A natural history of four meals*, Penguin, New York 2006.

Greenberg Joel (ed.), *Of Prairie, Woods, and Water: Two centuries of Chicago nature writing*, University of Chicago Press, Chicago 2008.

Book with multiple authors

Ward Geoffrey C. – Burns Ken, *The War: An intimate history, 1941–1945*, Knopf, New York 2007.

For a book with more than three authors, adapt as follows:

Heatherton Joyce *et al., Meteors and Mudslides: A trip through…*

Book with author plus editor or translator
In a book with an editor or translator in addition to the author, add "ed." or "trans." in the bibliography entry.

García Márquez Gabriel, *Love in the Time of Cholera*, En. trans. Edith Grossman, Cape, London 1988.

Perec Georges, *Species of Spaces and Other Pieces*, ed. John Sturrock, Penguin, London 2008.

Second edition or beyond
For an edition other than the first, indicate the edition as a subscript after the title.

Thorne Sara, *Mastering Advanced English Language*, Palgrave, Basingstoke 2008_2.

Chapter in an edited book
When citing a chapter or similar part of an edited book, include the chapter author; the chapter title, in italics; the title of the book, in italics, preceded by "in"; and the editor. Note the location of the page range for the chapter in the bibliography entry.

Gould Glenn, *Streisand as Schwarzkopf*, in *The Glenn Gould Reader*, ed. Tim Page, Vintage, New York 1984, 308–311.

Series or multivolume works
Certain works may be treated bibliographically either as a multivolume work or as a series of volumes, depending on whether the emphasis is on the group of books as a whole (as in example 1) or on single volumes (as in example 2).

(example 1)

Grene David – Lattimore Richmond (eds.), *The Complete Greek Tragedies*, 9 vols., University of Chicago Press, Chicago 1942–1958.

(example 2)

EURIPIDES, *Orestes*, En. trans. William Arrowsmith, in *The Complete Greek Tragedies, 4, Euripides*, ed. David GRENE and Richmond LATTIMORE, University of Chicago Press, Chicago 1958.

Journal article
Include the chapter author; the chapter title, in italics; the name of the journal, in double quotation marks; the issue number; the publication year; and the page range.
If you consulted the article online, include a URL and an access date.

BLAIR Walter, *Americanized Comic Braggarts*, "Critical Inquiry" 4, 2, 1977, 331–349.
KARMAUS Wilfried – RIEBOW John F., *Storage of Serum in Plastic and Glass Containers May Alter the Serum Concentration of Polychlorinated Biphenyls*, "Environmental Health Perspectives" 112, 2004, 643–647: <http://www.jstor.org/stable/3435987> [04.01.2023].

Article in a newspaper or popular magazine
Include the chapter author; the chapter title, in italics; the name of the newspaper/magazine, in double quotation marks; and the date.
If you consulted the article online, include a URL and an access date in square brackets. If no author is identified, begin the citation with the article title.

MENDELSOHN Daniel, *But Enough about Me*, "New Yorker" 25.01.2010.
SELF Will, *The Novel is Dead (This time it's for real)*, "The Guardian", 2014: <https://www.theguardian.com/books/2014/may/02/will-self-novel-dead-literary-fiction> [04/01/2023].

Web addresses
Websites go in Roman Style, not underlined as below. The date of the last consultation must always be indicated in square brackets:

<www.rubbettino.it> [15.09.2021].

III. Additional information

- Authors are asked to report the presence of any non-Latin or non-standard characters (e.g. å, ö, ñ, ç, ð) by highlighting the word that contains them in yellow – this is to help with formatting and will be removed by the editorial team before publication
- The titles of books, films, paintings, theatrical works, and foreign words use italics
- Punctuation always FOLLOWS quotation marks and footnote superscripts

- Hyphens are only used for compound words (e.g. "anglo-american"; "self-restraint"); En dashes are used for asides, parenthetical elements, parenthetical elements, and year and page intervals; Em dashes shall not be used at all
- Words or phrases to highlight and emphatic expressions should be italicised
- Where possible, in the text, the date should always be written in full, e.g. 12th November 1992; the year written in full, e.g. 1914, not '14. In the footnotes write any date numerically e.g. 12.11.1992
- The centuries and decades should be indicated as follows: "12th century" and "nineties"
- Authors must send any images relevant to their contribution, in print resolution, numbering them in the body of the text (Fig. 1, Fig. 2, etc.) and providing each with a caption indicating the title, author, date and copyright. Black and white images can be placed in the body of the article, while colour images will be printed at the end of the contribution.