

Arte medievale
Editorial guidelines for authors

TEXT

Quoting excerpts from books

The quoted excerpts must be written in caporal quotation marks and directly included in the text with the same style.

Ex. «il generale Flavio Costanzo aveva costruito le mura».

Ex. «Erat autem tunc ibi inter ceteros Langobardorum duces Agilulf dux».

Missing parts of the quote must be indicated with dots in round brackets.

Ex. «(...), come se si trattasse di un palco girevole».

Quoting titles of literary works

The titles of both sources and literary works must be written in italics.

Ex. The *Canzoniere* by Francesco Petrarca.

In the notes, when the title of the literary work is part of the title of an article or book in which it appears in italics, it must be written in non-italicised type.

Ex. N. SAPEGNO, *Considerazioni sulla lingua del Canzoniere di Francesco Petrarca*.

Short phrases in Latin or a language other than that of the text

Phrases in Latin or in a language other than that of the text must be written in italics.

Ex. *conditio sine qua non*.

Weltanschauung.

Iconographic themes

Iconographic themes must always be written in non-italicised type with uppercase first letter.

Ex. Adorazione dei Magi.

Frequent words

Frequent words such as church, basilica, cathedral, baptistery, palace, cardinal, pope must always be written in lowercase.

Ex. the basilica of S. Pietro.

The church of Ss. Sergio and Bacco.

Religious orders

The names of religious orders must be written with uppercase first letter.

Ex. the Cistercians.

the Cistercian abbey.

Saints

The name must be preceded by the words Saint/Saints, always written with uppercase first letter and in full.

Ex. Saint Peter.

When referring to the name of a church, the words Saint/Saints must be written with uppercase first letter and abbreviated.

Ex. S. Pietro in Otranto

Ss. Sergio and Baccho in Costantinopoli.

Cardinal points

The cardinal points must be written with the first letter in lowercase, as well as the terms north, south, west and east, except when referring to large geographical areas.

Ex. The north wall.
The European West.

Historical eras

The definitions of historical eras must be written with the first letter in uppercase.

Ex. Gothic.
Early Middle Ages.

Dimensions

Dimensions must be expressed in Arabic numerals preceded by the unit of measurement without the dot.

Ex. The painting is m 3 high.
The painting (cm 50 x 80).

References to pictures

References to pictures must be written in square brackets (without writing “fig.”) And placed before the punctuation. Numbers must be separated by a comma if they are not consecutive, by a dash if they are consecutive.

Ex. [1]; [2, 4]; [2-3].

NOTES

Notes must be placed **at the end of the text**, preceded by the title “Notes” written in the language of the article (Notes, Bemerkungen, Notas...).

The number of the note within the text must always be included as superscript after the punctuation mark.

Ex. artistic techniques.¹

Authors

The first letter of the name/names must be in uppercase, followed by a dot, full surname/surnames in small capital letters.

Ex. A.M. ROMANINI, *Arnolfo di Cambio e lo “stil novo” del gotico italiano*, Milan 1969.

The names of ancient and medieval authors must be fully written in small caps.

Ex. DANTE ALIGHIERI, *Commedia*.

If there is more than one author, the names must be separated by a comma.

Ex. A.M. D’ACHILLE, F. POMARICI, *Bibliografia arnolfiana*, Cinisello Balsamo 2006.

In the following citations, only the author’s surname and the first significant words of the title, together with any reference pages, must be indicated.

Ex. ROMANINI, *Arnolfo di Cambio*, pp. 31-35.

If two different works by the same author are cited consecutively, the surname must be replaced with ID. or EAD.

Ex. CADEI, *La forma del castello*; ID., *Giovannino de’ Grassi*.

Ex. ROMANINI, *Arnolfo di Cambio*, pp. 31-35; EAD., *Gli occhi dipinti*

If the authors cited consecutively are more than one, the surnames must be replaced by IID. or EAED.

Ex. A.M. D'ACHILLE, A. IACOBINI, *Il viaggio disegnato*; IID., *Introduzione*;

Ex. A.M. D'ACHILLE, F. POMARICI, *Bibliografia arnolfiana*; EAED., *Arnolfo a Roma*

Book

A.M. ROMANINI, *Arnolfo di Cambio e lo "stil novo" del gotico italiano*, Milano 1969.

The city/place of publication must always be written in the original language.

Ex. London 1978.

Article in a book

A.M. ROMANINI, *Gli occhi dipinti degli accoliti De Braye*, in *Napoli, l'Europa: ricerche di storia dell'arte in onore di Ferdinando Bologna*, edited by F. Abbate, F. Sricchia Santoro, Catanzaro 1995, pp. 35-40.

Article in a journal

A.M. ROMANINI, *Nuovi dati sulla statua bronzea di San Pietro in Vaticano. Appendice: La statua in marmo di San Pietro nelle Grotte vaticane*, «Arte medievale», s. II, IV (1990), 2, pp. 1-50.

Article in proceedings

M. RIGHETTI, *Arnolfo e l'antico*, in *Arnolfo di Cambio e la sua epoca: costruire, scolpire, dipingere, decorare*, Atti del Convegno internazionale di studi (Firenze–Colle di Val d'Elsa, 7-10 marzo 2006), a cura di V. Franchetti Pardo, Roma 2007, pp. 89-100.

Information about the place, the period of time, the curatorship and the city of publication of the proceedings must be written in the language of the country in which the conference was held, possibly adopting the same wording of the title page of the publication.

Ex. *Byzance et le monde extérieur: contacts, relations, échanges*, Actes de trois séances du 20. Congrès international des Études byzantines (Paris, 19-25 août 2001), sous la direction de M. Balard, E. Malamut, J.-M. Spieser, Paris 2005.

Book series

G. CONSTABLE, *The Letters of Peter the Venerable*, 2 voll., Cambridge (Mass.) 1976 (Harvard Historical Studies, 78).

Books with multiple volumes

A single volume must be expressed in Roman numerals, always written after the title and before the place and year of publication.

Ex. R. KRAUTHEIMER ET ALII, *Corpus Basilicarum Christianarum Romae*, I, Città del Vaticano 1937.

Curatorship

Roma anno 1300, Atti della IV Settimana di Studi di Storia dell'Arte Medievale dell'Università di Roma "La Sapienza" (Roma, 19-24 maggio 1980), a cura di A.M. Romanini, Roma 1983.

In the case of foreign publications, curatorship is expressed using the same wording adopted in the title page of the publication. In general, the following terms are used:

English: edited by (or ed. by)

French: sous la direction de

Spanish: dirigido por

Deutsch: herausgegeben von (hrsg. o hrsg. v.)

Exhibition Catalogues

A.M. ROMANINI, *La sconfitta della morte*, in *Bonifacio VIII e il suo tempo. Anno 1300: il primo Giubileo*, cat. della mostra (Roma, Palazzo Venezia, 12 aprile-16 luglio 2000), a cura di M. Righetti, Milano 2000, pp. 24-50.

Information about the place, the period of time, the curatorship and the city of publication of the catalogue must be written in the language of the country in which the exhibition was held.

Ex. *The Early Celtic Revival*, exhibition cat. (Dublin, National Gallery of Ireland, March 15th April 30th 1980), edited by J. Sheehy, Dublin 1980.

Record in an Exhibition Catalogue

I. SABATINI, *Orafo sulmonese. Croce processionale*, in *Giotto e il Trecento. "Il più Sovrano Maestro stato in dipintura". Le opere*, cat. della mostra (Roma, Complesso del Vittoriano, 6 marzo-29 giugno 2009), a cura di A. Tomei, Milano 2009, pp. 309-311.

If the title of the record is missing, it must be replaced by the wording "record no." and its number must be expressed in Arabic numerals.

Dictionaries/Encyclopedias

A.M. ROMANINI, s.v. *Arnolfo di Cambio*, in *Enciclopedia dell'Arte Medievale*, II, Roma 1991, pp. 76-82.

Quoting specific pages

They must be highlighted by including a colon.

Ex. A. IACOBINI, s.v. *Porta*, in *Enciclopedia dell'Arte Medievale*, IX, Roma 1998, pp. 655-672: 656.

Most frequent abbreviations

- ca = circa
- col., coll. = column, columns
- f., ff. = sheet, sheets
- *Ibid.* = same place, same author in consecutive citations (Ex. ROMANINI, *Arnolfo di Cambio*, p. 15; *ibid.*, p. 27)
- ID., EAD., ID., EAED. = they are used when texts by the same author/authors are cited consecutively
- m, cm, mm = metres, centimetres, millimetres
- n., nn. = note, notes
- nr., nrr. = number, numbers
- p., pp. = page, pages
- r, v = recto, verso (in standard roman type, not as apex)
- s., ss. = following page, following pages
- tav., tavv. = table, tables

CAPTIONS

Captions must be written in italics and must end with a full stop.

They must contain the following information: progressive number of the photo in Arabic numerals, followed by a full stop; place, monument/museum/place of conservation, detail/object/subject, signature (in the case of manuscripts).

Ex. *1. Parma, battistero, Giovanni davanti ad Erode.*

2. *Città del Vaticano, Biblioteca Apostolica Vaticana, Vat. gr. 746, f. 192v.*

At the end of a caption, the photo credit can also be written in round brackets. In the case of book photos, if the bibliographic reference is already included in the notes, it must be abbreviated, otherwise it must be quoted in full.

Ex. 1. *Aquileia, basilica patriarcale, esterno, finestra (foto Autore).*

2. *Roma, S. Costanza, pianta (da DEICHMANN, Die Lage der Constantinischen Basilika).*

PHOTO CREDITS

Photographic credits must always be cited; when not indicated in the captions, they must be included after the notes and written in non-italicised type.

Ex.

PHOTO CREDITS

1, 2, 7 (from *Battistero di Parma, II, La decorazione pittorica*, Parma 1993); 3, 4, 6 (photos by Alinari); 5 (photo by the Author).