

II Confronto Letterario

Stylesheet

1. Submission of manuscripts.

- Please submit an electronic version (RTF or Word for Windows) as an e-mail attachment, plus a printout of the paper the staple
- Please provide an abstract in both English and Italian. It will be printed before the text.
- Be sure to indicate your full name, address (post and email), telephone number and Institution

2. Style

Formatting:

- Please print your text using font TIMES NEW ROMAN, size 12.
- Margins: you can use the standard Word for Windows (File, Page layout): - top margin cm. 2,5; left, right and bottom margin: cm. 2,0; binding cm. 0; header cm. 1,25
- Please make sure the text does not surpass 60.000 characters (with spaces), including notes.
- Name and last name of the author must be on top of the text in Small Caps
- The title of the paper should follow the name of the author, in All Caps.
- Bold characters should be used only for very special reasons
- Italics should be used for non-English words, for titles of quoted works or for emphasis (please do not overuse)

3. Quotations in the text

- Quotation marks: do not use rounded double quotation marks “..”. Every short quotation (less than three lines) should appear between French quotation marks «...», even if it is just a single term.
- To indicate the special meaning of a word, use single quotation marks ‘...’
- Longer quotations are quotations exceeding the three lines. They have no quotation marks, should have a line space before and after, and should be typed in the same size as the body of the text. They will be printed in smaller size and indented
- Missing words or interruptions should be indicated by three dots within [...]. Eventual comments or additions to quotations must also appear within [...]

4. Footnotes

- Use footnotes, not endnotes.
- In the main text, the footnote numbering (progressively from 1 to the end and in Arabic numbers) should be directly superscript after the word in question without parenthesis, and before any punctuation marks. The only exception is with question marks and exclamation marks in which case the number comes after, as follows: ?¹ !². Notes always begin with a Capital letter and end with a full stop. Please, use the automatic numbering provided by the program.

5. Bibliographical references within footnotes.

- Titles: all titles of works or of articles in a periodical are in italics. W. SCOTT, *Ivanhoe*
- Titles of periodicals are between «...», not preceded by *in* and followed by the volume number, the year, and the pages (not abbreviated: ex 115-119). The installment number is given only when the numbering within one year is not continuous. Ex: M. C. COSTANTINI, *The Lure of the ‘Frozen Deep’: Nineteenth-century Variations of a Gothic Trope*, «Rivista di Studi Vittoriani», 22, 2006, pp.7-43. If one specific page has to be highlighted, this page number follows in parenthesis after the indication of the page numbers, thus: pp. 120-137 (p. 135).
- Volumes titles (not of periodicals) are followed by place of publication, publisher, year, separated by commas, eventually indicating the edition number, superscript.
- Collective volumes: same as with single authors’ volumes; ex. P. BIANCHI, *Oggi Manzoni*, in P. VERDI (ed.), *Leggere Manzoni*, Milano, Rovello, 1987, pp. 120-138. Editors’ names are omitted in the case of conference proceedings, or homages. Ex: G. CARAVAGGI, «*Los arneses de Milán*». *Trasmisión de un’immagine topica*, in *La espada y la pluma. Il mondo militare nella Lombardia spagnola cinquecentesca*, Viareggio, Baroni, 2000, pp. 111-130. B. MORROS, *Los problemas ecdóticos del «Baladro del sabio Merlín»*,

in *Actas del I Congreso de la Asociación Hispánica de Literatura Medieval*, Barcelona, PPU, 1988, pp. 457-471.

- Previously quoted works: if of one author only one work is quoted, the next quotation will only quote the name of the author. If more works by the same author are used, then the first words of the title are repeated
- Ivi: it is used to refer to a different part of a text quoted immediately before (ivi, p. 230).
- *Ibidem*: it is used only to refer exactly to the same place of the last quoted text. Therefore it is not followed by the page number

6. Abbreviations

- cf.= confronta, *confer*
- f. ff.= following
- ms. Mss.= manuscript/s
- n. nn.= nota/e, number
- p. pp.= page/s
- vol. Vols.= volume/i
- *Ibidem* must not be abridged.

Authors will receive the first proofs only; second proofs will be corrected by the editorial office. Authors are kindly requested not to change in any substantial way parts of the text and to send back the corrected proofs within 15 days of receipt.

7. Every paper must be accompanied by two short abstracts, one in the language of the paper and one in English. If the paper is written in English, the second abstract must be in Italian.

8. Every abstract must be followed by up to 5 keywords both in the language of the paper and in English.