

Rendiconti dell'Istituto Lombardo Accademia di Scienze e Lettere

Editorial guidelines

- 1) The original **articles** published in the *Rendiconti* are the revised versions of papers read, during the meetings at the Istituto Lombardo, by its Members and Associates, as well as by invited speakers from other institutions. Publication is subject to the Assembly's approval of the scientific value of the contribution. Furthermore, for the articles to be published within the Class of Moral Sciences, with reference to the relevant national competition sectors, an anonymous evaluation system (blind peer review) is provided for. Such evaluation system may also be applied to the articles to be published within the Class of Physical and Mathematical Sciences, upon explicit request by the authors. The articles are published in Open Access and are available free of charge to users, in line with the general strategy of the Istituto Lombardo, which promotes free circulation of scientific knowledge.
- 2) In accordance with Art. 1, articles must be accompanied by a **release letter** in which the **author** grants the Istituto Lombardo the exercise of all rights, without territorial limitations and within the maximum time limits recognised by current legislation (20 years), and by all modalities and technologies currently existing and/or developed in the future. Likewise, the author grants the Istituto Lombardo the right to translate, reproduce, distribute, and disseminate the article in any language.
- 3) Articles must be accompanied by a "**Riassunto**" ("Summary") in Italian and an "**Abstract**" in English, approximately 800 characters each, including spaces. These summaries must contain a brief description of the subject, objectives, and results of the research. The title of the article translated into English must appear at the beginning of the Abstract in English; likewise, the title translated into Italian must appear at the beginning of the *Riassunto*, if the article is written in a language other than Italian.
- 4) At the end of the *Riassunto* and Abstract, respectively, three to six **keywords** must be written, clearly indicating the topics covered (these keywords are used for the indexing of the article in international databases and for the analytical indexes of the year of publication of the journal).
- 5) Articles, including notes and bibliographic references, should not exceed approximately **50,000 characters** (including spaces). Contributions exceeding such limits must be previously agreed upon with the Editorial Board.
- 6) **Text formatting and quotations.** Two types of font styles are used: regular and italics. The use of italics should be limited to foreign words (or, sparingly, to emphasise a given word). Quotations should be enclosed in guillemets (« ... »). The use of **bold** is not permitted under any circumstances (except, if strictly necessary, in tables). Quotations longer than five lines must be block quoted, with a blank line before and after the quotations. These block quotations must be in 11-point font, with a 0.5 cm indentation. If part of a quotation is omitted, that should be indicated by three dots in square brackets [...].

7) Text formatting rules:

Main text: Times New Roman, size 11, justified, exact line spacing 13 points, first line indent 0.5 cm.

Article title: Times New Roman, size 16, centred. Upper- and lower-case letters.

Section headings: Times New Roman, size 11, small caps. Section headings should be numbered progressively (1., 2., 3., etc.).

Subsection headings: Times New Roman, size 11, italics. Subsections headings should be numbered progressively (1.1., 1.2., 1.3., etc.) and may not be further subdivided.

Page number: Times New Roman, size 11, italics, centred, no indent, no border.

Footnotes: Times New Roman, size 9, single spacing, first line indent 0.5 cm, numbered consecutively from note no. 1; the progressive numbers of the notes shall be in superscript and without parenthesis; the same applies to note superscripts in the text; superscripts should follow the punctuation marks. Footnotes should be limited in number and mainly intended for explanatory purposes or to illustrate details that cannot or should not be included in the text.

Bibliographical references: Times New Roman, size 9, single spacing, hanging indent 0.5 cm.

8) **Bibliographical references** directly inserted **in the text** must include the author's surname followed by a space and the year of the original publication in the original language, in parentheses – e.g., “Ratzel (1882) said that...” – or the author's surname in parentheses followed by a comma, space, and year – e.g., (Ratzel, 1882). If you wish to indicate a page number, this must be included in parentheses in the text, preceded by “p.” after the year and a comma, and not in the final bibliography. If the page refers to the original edition and not to the translation indicated in the final bibliography, then “orig. ed.” must be added (e.g., Cosgrove, 1984, p. 56 orig. ed.); if several translations are indicated in the final bibliography, then the year of the translation cited must be specified (e.g., Cosgrove, 1984, p. 97 Italian trans. 1990). If there are two or more publications by the same author in the same year, the year must be followed by consecutive lowercase letters of the alphabet. If several references by the same author are cited in parentheses with page numbers, a semicolon should be used to separate one reference from another. A semicolon should also be used to separate different authors cited within the same parentheses. If there are two authors, both surnames must be written and connected by “and.” If there are more than two authors, only the first author's last name is written, followed by *et al.* (from Latin *et alii* – in italics).

Here are some examples:

- Ratzel (1882) said that ...
- According to the concept of “ways of life” (Ratzel, 1882)...
- A widely discussed text (Amin e Thrift, 2002) supports the view that ...
- The principles of “mise en paysage” (Mondada *et al.*, 1992) state that ...
- Duncan (2005, p. 35) states that «...»
- Biasutti (1947) wrote that «il paesaggio geografico è una sintesi astratta di quelli visibili» (p. 3).
- (Agnew, 1982, pp. 56-57; Id., 2001, p. 15).

9) **Bibliographic references at the end of the text** must appear without numbering, in alphabetical order by the author's surname and, for each author, in chronological order of publication (for works by the same author published in the same year, the letters a, b, c should be added after the year). Works written by a single author must precede those written by the same author in collaboration, regardless of the publication year of each work. In the case of bibliographic references of multiple works by the same first author, but co-authors differ, such works must be cited in alphabetical order by the last name of the second co-author, regardless of their date of publication. In the case of repeated surnames in the bibliography, from the second citation onwards, the repeated author should be indicated with "Id." (or "Ead." from the Latin *Idem* and *Eadem*). This rule also applies to co-authors when, sorted alphabetically, they appear first among the listed co-authors.

In the case of identical surnames (e.g., Melanie Klein and George S. Klein), the order should follow the initial of the first name; if both surname and first initial are identical, the first names must be written out (and, for greater clarity, the middle initial should not be omitted when available – this rule should be kept in mind in the text as well, especially if there are authors who have the same initial of their first name, e.g., Daniel N. Stern and Donnel B. Stern). The year must appear in parentheses immediately after the author's surname and first name initial, followed by a full stop, as follows: Gambi L. (1949). If the author has two given names (i.e., if there is also a middle initial), as customary in Anglo-Saxon countries (but occasionally also in Italy, e.g., Giovanni Andrea Bianchi, Pier Francesco Rossi, etc.), the two initials must be written without spacing (e.g., Bianchi G.A., Rossi P.F., Kernberg O.F., etc.). In the case of works by multiple authors, the surnames of all authors must be listed. In the case of a work edited by one or more authors, the editor's name(s) must be followed by the phrase "a cura di" (meaning, edited by).

Only the references cited in the text must be included in the bibliography.

Authors should indicate the DOI code of the articles cited in the bibliographical references, whenever this information is available. To obtain DOI codes, please use the following link:
<http://search.crossref.org>

Here are some examples:

Volume

Author A. (year). *Title*. Place of publication: Publisher.

Edited by

Coppola P., a cura di (1997). *Geografia politica delle regioni italiane*. Torino: Einaudi.

First (or only) author repeated in the list; edited by multiple authors

Cosgrove D. (1984). *Social formation and symbolic landscape*. London: Croom Helm.

Id. and Daniels S., eds. (1989) *The iconography of landscape*. Cambridge: Cambridge University Press.

Essay from edited work

Agnew J. (2011). *Space and place*. In: Agnew J. and Livingstone D., eds., *Handbook of geographical knowledge*. London: Sage.

Zanetto G. (1987). *Lingue e geografia: l'etnoregionalismo*. In: Corna Pellegrini G., a cura di, *Aspetti e problemi della geografia*. Vol. 1. Settimo Milanese: Marzorati.

Journal article

McDowell L. (1983). *Towards an understanding of the gender division of urban space*. In: «Environment and Planning D. Society and Space», 1(2): 59-72. DOI: 10.1068/d010059.

Unpublished text

Benedetti G. (1988). Intervention in the debate on John Gunderson's report at the International Conference *New trends in schizophrenia*, Bologna, April 14-17 (tape recording).

Volume or article from a website

Follow the same guidelines as for printed volumes and articles, with the addition of: text available at the url: <http://www...> and the date of consultation in parentheses – example: (consulted on October 10, 2010).

10) **Tables** must be inserted within the text whenever relevant, in a format that allows for subsequent editing (i.e., not in .jpg or .pdf format), and numbered progressively. Figure and table titles must be set in Times New Roman, size 10.5, italics, aligned left. The table body must be formatted in size 10, Times New Roman, header row in italics, with a black rule above and below (see example). Vertical borders in tables should not be used unless strictly necessary, while horizontal borders should be kept to the bare minimum.

Example:

	<i>Men</i>	<i>Women</i>	<i>Total</i>
Abcde	48,1	44,1	46,1
Fghi	44,7	44,3	44,5
Lmno	7,2	11,6	9,4
Total	100	100	100

Table 3 – Distribution in %

11) **Figures** (illustrations and graphs) must be submitted as separate image files (.tif, .jpg or other common vector formats). Their quality must be high enough for quality printing (minimum resolution of 300 dpi) and must be free of copyright restrictions or duly authorized by the copyright holders. Each figure must be numbered consecutively and accompanied by a descriptive caption (in italics), followed by its provenance (or place of conservation, with its respective inventory number), copyright information, and authorization for publication (including any wording expressly requested by the copyright holder).

Here are some examples:

Fig. 3 – Axonometric bird's-eye view of Giuseppe Mengoni's winning design for Piazza del Duomo and the Galleria Vittorio Emanuele II. Milano, Castello Sforzesco, Civica Raccolta delle Stampe Achille Bertarelli, PV g 2-38. © Comune di Milano, all rights reserved – Milano, Castello Sforzesco, Civica Raccolta delle Stampe "Achille Bertarelli". Authorisation granted on August 8, 2023, prot. CB-2023/118.

Fig. 4 – Interior of the Galleria Vittorio Emanuele II, undated [but 1880-1890] (public domain image available at: https://it.wikipedia.org/wiki/File:Galleria_Milano_%281880%29.jpg, accessed on February 16, 2024).

Fig. 8 – Francesco Hayez, The destruction of the Temple of Jerusalem, 1860-1867. Venezia, Gallerie dell'Accademia. © Gallerie dell'Accademia. Courtesy of the Ministry of Culture (authorisation granted on February 1, 2024, protocol number: 369, reference number: MIC|MIC_GA-AVE_UO5|01/02/2024|0000369-P). Any reproduction or duplication by any means is prohibited.

12) **Accents:** Italian words ending with the letter “e” accented generally have an acute accent (as in *perché*, *poiché*, *affinché*, *né*, *sé*, etc.), with the exception of the third person singular of the present tense of the verb *essere* (*è*), certain common nouns (*bebè*, *caffè*, *tè*, *cioè*, etc.) and some proper nouns (*Noè*, *Giosuè*, *Mosè*, etc.). *È* (accented uppercase letter) must always be used; the use of *E'* (apostrophised uppercase letter) is not accepted.

13) **Punctuation:** Spaces should never be left before the following punctuation marks: . (period) , (comma) : (colon) ; (semicolon) ! (exclamation point) ? (question mark) “ (closing quotation marks) » (closing guillemet). Conversely, a space must always follow these same punctuation marks.

14) **Dashes:** there are three types of dashes: hyphen (-), en-dash (–), and m-dash (—). Hyphens should be reserved for compound words, e.g.: “historical-critical analysis,” or ranges of numbers, e.g.: “the 1970-80s”, “pp. 46-47”, “pp. vii-viii”, “pp. XV-XVI,” etc. Hyphens must never be preceded or followed by spaces. En-dashes should be used for parenthetical clauses, i.e., to open a sort of parenthesis in the text. In such case, a space must always follow the en-dash (e.g.: “You see, doctor” – said the patient – “today on my way here...”); en-dashes may also be used to indicate the minus sign. Em-dashes must never be used.

Milan, 12th September 2025