

Editorial guidelines

Ricerca psiconalitica preferably publishes original material not previously published by other publications nor pending publication elsewhere unless the author specifies all the details so that the editorial team¹ can evaluate the opportunity to publish it also in this journal after acquiring copyrights if necessary.

While the article undergoes valuation by this journal the author is forbidden from submitting it to other publications unless this is explicitly agreed with the editors.

After a preliminary review of each submission by the editors to see if it meets minimal requirements in terms of quality, ideas and contribution to the aims of this journal, from a minimum of two to four anonymous peer reviewers chosen by the editors evaluate the text. The final decision of accepting or rejecting articles rests however with the editors after consultation with the reviewers. In exceptional cases the material can be published after review by the editors only if it appears to have indisputable scientific, theoretical, clinical or cultural value. To guarantee the anonymity of the review and to meet regulatory requirements, authors will submit their articles via the journal's dedicated page following the instructions provided in the journal's website. The editorial secretary will support them in the process.

At the end of the review the author will receive the reviewers' comments and the motives of the final decision that normally foresees one of the following options:

- a) Publication without (or with minimal) editing
- b) Publication with minor editing
- c) Need for relevant changes and a second review
- d) Not publishable.

The identity of authors will however not be disclosed.

The technical specifications for submission and the editor's rules are published on the journal's website (<https://www.francoangeli.it/riviste/sommario.asp?IDRivista=161>) and below. The articles will be evaluated only if they comply with the journal's requirements.

Each reviewer will be informed anonymously of the other reviewers' evaluations.

All submissions are considered confidential which means that no information of any kind concerning submitted articles will be disclosed without the author's explicit consent. During the reviewing process the submitted articles will be read by

- the journal's editors;
- the external reviewers, among which there maybe experts in statistics and testing methods;
- third parties: the details of a submission and the whole article may be disclosed to third parties without the author's authorization only when the editor harbors serious and reasonable ethical doubts on the correctness of the proposed contents.

Management of conflicts of interest

In general, the journal is interested in publishing materials from authors that are not members of its editorial staff but it can be possible that materials authored or co-authored by these persons are submitted for publication or requested because of a specific expertise.

In this case the persons involved are excluded from the review process and from the decision to publish such materials. Also in the choice of external reviewers the editors keep account of possible conflicts of interest so that the review remains free from any conditioning.

¹ The editorial team includes the editor in chief, editors, and secretaries, each for their respective tasks. For legal reasons the final decision on publishing a text rests with the editor in chief even if the process is carried out by the team.

Types of publishable materials

Editors invite authors to choose one of the following types of materials to be published. Other types may be submitted but editors reserve the right to accept them as they are or to request them to be adjusted to the journal's requirements.

- a) Theoretical or clinical discussions
 - b) Interviews
 - c) Comments
 - d) Research papers
 - e) Literature reviews
 - f) Presentation and discussion of case histories
 - g) Comments on books, movies, congresses, seminars, etc.
 - h) Reports on transformational experiences
 - i) Letters to the editor
-
- a) *Theoretical or clinical discussions*: can be grouped with other articles on a specific topic or published autonomously. Articles should be between 35,000 and 45,000 characters long (spacing included) (excluding an abstract in English but including references, abstract in Italian, footnotes, etc.). Longer articles need to be discussed with the editors. The abstract (in Italian) should be between 1,000 and 1,500 characters long and include 4 to 6 keywords.
 - b) *Interviews*: they should be agreed and prepared with the editors also on a candidate's proposal. Abstract and keywords will be care of the editors in agreement with the person interviewed.
 - c) *Comments*: these are articles that consider, update and discuss material already present in the literature also in this journal. They should be between 25,000 and 35,000 characters long (including spacing). Longer articles need to be discussed with the editors. The abstract (in Italian) should be between 1,000 and 1,500 characters long and include 4 to 6 keywords.
 - d) *Research papers*: should be no more than 50,000 characters long (spacing included) (including title, abstract in Italian, keywords, footnotes, tables, charts and list of references). They should be structured as follows: 1. *Introduction* (theoretical background, argument, constructs and their relevance, literature review): 2. *Aims and assumptions*. 3. *Method* (context, participants, tools, procedures and design, conditions for repeating the study, any statistical analysis performed). 4. *Results*. 5. *Discussion* (clinical and theoretical implications of the results within the framework of referenced literature, possible future developments, possible limitations and defects). The abstract (in Italian) should be between 1,000 and 1,500 characters long and include 4 to 6 keywords. Tables and charts should be submitted as separate files with the same title of the article.
 - e) *Literature reviews*: must concern relevant topics. They should set out the criteria for selecting the materials reviewed and present the arguments the author presents as a result of their review. They should be between 25,000 and 35,000 characters long (spacing included). The abstract (in Italian) should be between 1,000 and 1,500 characters long and include 4 to 6 keywords.
 - f) *Presentation and discussion of case histories*: should be no longer than 30,000 characters and should contain at least: case presentation, reasons for its presentation, assumptions/positions taken throughout the case, examples from the case that support the assumptions/position, perspectives opened or debatable. They can refer to material from consultations, individual, couple, family or group treatments and also educational, social, legal or community situations where expertise in clinical psychology and psychoanalysis play a relevant role. Discussions of the material presented are welcome or can be requested by the editors to which the author can respond and comment. No abstract is required for this kind of article.
 - g) *Comments on books, movies, meetings, seminars, etc.* are short articles presenting a psychological reading of artistic and cultural materials or of cultural or scientific events. They should be between 8,000 and 10,000 characters long (spacing included) including titles, footnotes and references to a maximum of 10. No abstract is required for this kind of article.
 - h) *Reports on transformational experiences* happened in the past or still ongoing with the specific aim of transforming social, health or assistance situations. They should be between 8,000 and 10,000 characters long, No abstract is required for this kind of article.

- i) *Letters to the editor* are sent to invite reflection on a specific issue, starting by presenting an original point of view on the topic. They should not be longer than 3,000 characters. Authors guarantee the truthfulness and confidentiality of data deriving from clinical practice and research included in their material. Authors are responsible for altering personal data concerning patients in order to protect their privacy. Editors will take care of the translation of abstracts (including title and keywords) into English when such an abstract is required.

Rules for the submission through the publisher's website

The articles submitted for publication must comply with the following rules:

1. Articles unpublished or never submitted to other journals must be submitted to this journal by entering the “**Proporre un articolo**” box on the dedicated web page: <http://www.francoangeli.it/riviste/sommario.asp?IDRivista=161&lingua=en>.

In this phase articles are to be submitted anonymously, so that author's name, affiliation and contacts and any notes must be inserted in the proper boxes on the OJS platform.

2. Articles are to be accompanied by a discharge letter (whose template is attached) with which the authors unconditionally bestow the publisher with the rights to receive any return on the publication without space or time limitations as provided by current laws (at this date the time limit is 20 years) using the modes and technologies available at this date or in the future. This includes, among other things, reproduction under any form, dissemination – as for example through interactive digital channels and any other technologies may be developed in the future – and distribution. This will also authorize the publisher to translate, reproduce, distribute, and disseminate the article in any language, mode or form.

3. After the completion of the review process, **author's name, affiliation and contacts** and any notes concerning the article will be clearly indicated and included in a footnote on the first page (using asterisks, while footnotes will use a progressive number starting from 1).

4. Each article in Italian/English/French/Spanish needs to be accompanied by an **abstract in the same language** about 1,500 characters long (spaces included). The abstract must indicate clearly the major points made in the article; it must be written in the third person (e.g. “the author argues ...”).

At the end of the abstract the author will choose **four to six keywords in the language of the article** that indicate the topics discussed (that are used for indexing the article in international databases and in the yearly index of the journal).

5. Text format and quotations. Three formats are allowed: normal, *italics* and **bold**. Italics are used for words in a foreign language and for emphasizing short sentences. Relevant sentences and non-literal quotations require double quotation marks (“double quotation marks”), while actual quotations require angle quotes («angle quotes»).

In case of text between quotation marks in a sentence already in quotation marks, yet unused quotation marks or apostrophes may be used; exact quotations are to be put in angle quotes («angle quotes»), if they are longer than 5 lines they must be put in a separate paragraph (when printed these long quotations will be in a smaller font and they should be so also in the original version), Non literal quotations and words requiring an emphasis require double quotation marks (“double quotation marks”). When a part is skipped from a quotation it is indicated with three points in parentheses (...). Quotations in angle quotation marks must be literal and followed by the indication of the page in parentheses (e.g. pp. 35-36) when not already specified.

6. Text format

Running text: Times New Roman, size 11, justified, line spacing single, indent 0,5 cm each paragraph, control single lines on

Title of article: Times, size 14, bold, centered for theoretical and clinical discussion, aligned left for all other kinds of articles

Titles of paragraphs: Times, size 11, italics, aligned left, 2 double spacing before and one after

Subparagraphs: Times, italics, size 11, aligned left, one single space before and one after

Page number: Times, size 11, italics, centered, no indent, no frame

Footnotes: Times, size 9, single spacing, indent first line 0,5 cm, progressive number from 1

Bibliographic Reference: times, size 9, single spacing, first line indent 0,5 cm

Header or Footer: times size 9

Footer: the first page of every essay shows the name, number and year of the Journal (*Ricerca Psicoanalitica* (ISSN 1827-4625, ISSN e 2037-7851) 1, 2017).

Header: the left (even) pages can contain the author's name, the right (odd) pages can contain the title of the essay or of the section

7. In-text references will include the last name of the author and the year of first publication in the original language in parentheses – “Freud (1899) states that...”. Or the author's name followed by a comma, space and year – (Freud, 1899). If you want to indicate the page this is written in parentheses preceded by p. and this information is not required in the list of references at the end of the article. If the page number refers to the original edition and not to a translation as included in the bibliography at the end of the article, you have to add “orig. ed.” (Loewald, 1980, p. 56 ed. orig.). If the bibliography at the end of the article contains more than one translation, specify the year of reference (Loewald, 1960, p. 97 trad. it. 1994). If there are a number of publications by one author in the same year, the year is followed by a lower case letter in alphabetical order. If the parenthesis contains more than one reference with page number, commas will divide such numbers. Semicolons will be used to separate different authors in the same parenthesis. If the authors are two they will be connected by and, if they are three commas will separate their names with and between second and third. When authors are more than three the first author's last name is followed by *et al.* in italics (from Latin *et alii*). Follow some examples:

- Freud (1899) stated...
- According to the dream theory (Freud, 1899)...
- The principles of cognitive therapy (Beck *et al.*, 1979) state that...
- Kernberg (1981, p. 35) writes that...
- Eissler (1953) writes that «the introduction of a parameter entails the risk of temporarily eliminating a resistance without having analyzed it adequately» (p. 65).

8. A list of references must be added at the end of the text and contain all references in alphabetical order by last name, for each author in chronological order of publication, for publications in one year a lower case letter is added (a, b, c).

In case of two authors with the same last name (e.g. Melanie Klein and George S. Klein) the initial of the first name decides the order. If they happen to be the same they need to be written in full (possibly not leaving out any middle initial), and this is necessary also for in-text references in case of homonymy (e.g. Daniel N. Stern e Donnel B. Stern). The year in parentheses follows the initial of the first name with a full stop (e.g. Freud S. (1910)). In case of a double first name, the initial letters should be followed by a full stop without space (e.g., Bianchi G.A., Rossi P.F., Kernberg O.F., etc.). In case of multiple authors, their last names must be all included. In case of books published under the name of one (or more) editors, their name will be inserted with the addition of ed. or eds. Both for original and translated editions.

This list should contain only the works quoted in the text.

If the year of publication is not the same of the original text, it must be added after the name of the publisher preceded by a comma, otherwise the original year in parentheses before the author's name in the reference is deemed sufficient.

Follow some examples:

Books

Beck A.T., Rush A.J., Shaw B.F. and Emery G. (1979). *Cognitive Therapy of Depression*. New York: Guilford Press (trad. it.: *Terapia cognitiva della depressione*. Torino: Boringhieri, 1987).

One editor

Merini A., a cura di (1977). *Psichiatria nel territorio*. Milano: Feltrinelli.

More editors

Boltanski L., Claverie E., Offenstadt N. and Van Damme S., a cura di (2007). *Affaires, scandales et grandes causes. De Socrate à Pinochet*. Paris: Stock.

One essay in a collective book

Liotti G. (1985). Un modello cognitivo-comportamentale dell'agorafobia. In: Guidano V.F. e Reda M.A., a cura di, *Cognitivismo e psicoterapia*. Milano: FrancoAngeli.

Beebe B. (1983). Mother-infant mutual influence and precursors of self and object representation. In: Masling J., editor, *Empirical Studies of Psychoanalytic Theories. Vol. 2*. Hillsdale, NJ: Analytic Press.

One essay from a journal

Ferrandes G., Mandich P. (2012). Riflessioni sulla medicina predittiva e sulla necessità di integrazione delle discipline: proposta di un modello di consulenza genetica integrata. *Psicologia della salute*, 3: 11-28. DOI: 10.3280/PDS2012-003002.

Authors must indicate the DOI code for all articles included in the list of references. DOI codes are found at the following link <http://search.crossref.org>. or with a Google search.

Unpublished texts

Benedetti G. (1988). "Intervento nel dibattito sulla relazione di John Gunderson al Convegno Internazionale *New Trends in Schizophrenia*", Bologna, 14-17 aprile (recording on tape).

Books or articles from an internet source

Follow the rules for other books and articles with the addition of: available from <http://www...> and date of consultation.

IMPORTANT: title, abstract, keywords and list of references are part of the article but must also be entered in the boxes provided by the FrancoAngeli Journals platform when the article is uploaded (Phase 3 of the submission process).

11. Tables, charts and pictures must be included in the text in a format allowing for possible changes.

Captions must be times, size 9, italics, aligned left.

Tables must be in times, size 8 or 9, italics, header, black thin line on top and bottom.

Example of a table:

Tab. 3 - Distribuzione percentuale

| | <i>Maschi</i> | <i>Femmine</i> | <i>Totale</i> |
|--------|---------------|----------------|---------------|
| Abcde | 48,1 | 44,1 | 46,1 |
| Fghi | 44,7 | 44,3 | 44,5 |
| Lmno | 7,2 | 11,6 | 9,4 |
| Totale | 100 | 100 | 100 |
| N | 1.153 | 1.208 | 2.361 |

12. Accents: in Italian words ending in accented e usually have an acute accent (e.g. perché) except for the third person singular of the verb to be, è, and some common names (caffè) and person names (Mosè). Always use capital È, never E'.

13. Punctuation: never leave spaces before the following punctuation marks: .(full stop), ,(comma),: (colon), ; (semicolon), ! (exclamation mark), ? (question mark), all quotations marks. Always leave a space after these marks.

14. Hyphens: there are three types of hyphens: short (-), medium (–) and long (—). Short hyphens are used for hyphenated words such as short-lived, or for numbers such as 80-90, pp. 30-32. They must never be preceded or followed by a space. Slashes are to be used for parenthetical sentences and in this case they must always be preceded and followed by a space. They can also be used as minus before numbers. Long hyphens are never to be used.

15. Page set up: using MSWord and A4 paper for printing, when the page header is the author's name on even pages and the title of the article or section on odd pages, will be the following:

Top margin: cm 5.5; bottom cm 6.2; left cm 4.6; right cm 4.6;

- header and footer: different for odd and even pages; different first page

- header: cm 4.3;

- footer: cm 5.3;

- binding: 0.

The text will therefore be 11.8 cm wide and 18.5 cm high, excluding page numbers that will be centered and 0.8 cm below the last line.

Submitter name and surname

Address

Phone

Email

Affiliation

date (DD/MM/YYYY)

OBJECT: PERMISSION TO PUBLISH

Dear Editor,
following the previous agreements, the undersigned

.....
being the author/authors of the article entitled

.....
.....
proposed to this Editor to be possibly published on the Journal

.....
I/we hereby affirm to be the only author/s and owners of the article, whenever it should be published by your Journal, and I/we transfer to you for free the exclusive right to use the article for any editorial exploitation, without space limits and within time limits as long as according to the law in force (currently 20 years) and with every modality and technology (whether now known or hereafter developed). My/Our granting therefore includes reproduction in any form and by any way, communication – including, for example, also commercial opportunities with interactive digital channels (whether now known or therefore developed) – distribution and arrangement and new elaboration.

I/We also hereby assign to the Editor, and therefore third parties, the exclusive right to translate, distribute and communicate the mentioned Article in any language, in any way and form, the advertising exploitation rights, the right to transfer, in all or in part, for any claim, without space limits and within temporal limits according to the law in force and with any modality and technology (whether now known or hereafter developed). I/We give up receiving any copyright's remuneration about the article's publishing in your Journal, and I/we bind myself not to publish the article in other book or Journal neither to make it available on-line in digital form on intranet or internet (whether for a fee or for free).

(signature/s)