

*società e storia*

## Editorial guidelines

- 1) **Submissions** to the journal should be original unpublished work and should not be under review with any other journal. Papers should be submitted by e-mail to [stefano.levati@unimi.it](mailto:stefano.levati@unimi.it) or [livio.antonielli@unimi.it](mailto:livio.antonielli@unimi.it).
- 2) **Papers should be sent together with a copyright transfer agreement** (<https://www.francoangeli.it/riviste/sommario.aspx?IDRivista=50&lingua=EN>), where the author(s) grant(s) and assign(s) to the Editor of the Journal during the full term of copyright (20 years under current regulation) the exclusive rights to translate, reproduce, republish, transfer, sell, distribute or otherwise use the article or parts contained therein, for publication in any format. It thus includes electronic editions and derivative works in all languages and in all media of expression now known or later developed as well as the license or permission given to others to use the article in whole or in part free of charge or against payment.
- 3) **Name(s) of author(s), affiliation (university, research centre, etc.), CV, address and phone numbers of the author(s).** Further details about the article are to be clearly indicated as footnote in the first page, using \* and \*\* as reference mark, while for the footnotes through the text make use of the numerical system starting over with number 1 at the beginning of each paper.
- 4) **For English articles**, a concise and factual **abstract in English** should be included in the article file. Do not exceed 1000 strokes (including spaces). The abstract should give the salient information on the contents of the article and be expressed in the third person (Example: the authors affirm that...). **The article file should also contain a maximum of 6 keywords in English.** Words selected as keywords should reflect the essential topics of the article and will be used for indexing purposes.
- 5) **For Italian/French/Spanish articles**, a concise and factual **abstract in Italian/French/Spanish** should be included in the article file. Do not exceed 1000 strokes per each one (including spaces). **The article file should also include the English translation of the title and a maximum of 6 keywords in Italian and 6 keywords in English.** Words selected as keywords should reflect the essential topics of the article and will be used for indexing purposes.
- 6) **Set-up of the page and quotations** - Use Roman type, *Italic* and **Bold** font. Italics should be used for foreign words that do not yet have everyday use and to stress words or short sentences. In order to emphasize sentences or quotations that are not exactly cited, make use of inverted commas (“...”); for exact quotations use guillemets («...»). At the end of the quotation provide in brackets the references to the specific pages of the source used (73-74), if these are not already specified before. Use inverted commas or apostrophes to indicate quotes within quotes. Lengthy quotations (more than 5 lines) should be separated from the text and have a blank line above and below. As they will be printed in a smaller font, it should be advisable to use it also in the manuscript. Use ellipsis dots in brackets (...) to show omission.

7) **References embedded in the text:** cite only the last name of the author followed by one space and then the year of the first publication of the work in its original language in round brackets.

- Freud (1899).
- Freud (1899), p. 230.
- Freud (1899), pp. 230-235.

If there is more than one reference to the same author(s):

- Freud (1899, pp. 230-235; 1901, pp. 62-65, 122-123).

8) **Reference section:** the complete reference list of the authors comes at the end of the article and consists of an unnumbered section sorted alphabetically according to their last name; for each author follow the year of publication of his works. If works were published in the same year use letters a, b, c.

If there are two authors with the same last name (for example Melanie Klein and George S. Klein), cite them alphabetically according to the order of their first name; if the last names and the initials of their first names are the same, use their full name: first and last name and also middle initial (for example Daniel N. Stern and Donnel B. Stern). After the last name and the initial of the first name, cite the year in brackets followed by a full stop.

- Della Peruta F. (1987), *Milano lavoro e fabbrica 1815-1848*, Milano, FrancoAngeli.
- Della Peruta F. (1995), *Le cinque giornate*, in *Storia illustrata di Milano dall'ottocento ai giorni nostri*, a cura di F. Della Peruta, Milano, Sellino, pp. 201-220.
- Della Peruta F. (1988), *L'emigrazione italiana in Australia dalle origini al 1914*, in «Società e storia», 42, pp. 895-930.

Website

- Follow the guidelines for printed volumes and articles, adding: text available at the website.....and the date