Guide for authors

Please submit an electronic version of your proposal to the Quaderni Editor at <u>valeria@zotti.unibo.it</u>. In the case of an Occasional Paper, length is restricted to between a minimum of 50,000 and a maximum of 65,000 characters, including all spaces, punctuation and any other graphics. The texts should be MS Word-compatible. Submissions are accepted in any of the modern languages corresponding to the CESLIC member sections (Anglistica - Francesistica - Germanistica - Ispanistica - Linguistica-Glottodidattica - Slavistica). Every submission should be accompanied by a 300-400 word abstract in Italian, and four or five keywords.
A short bioblurb of the author(s) in Italian of no more than 400 words should be attached to the submission. Affiliation is to be indicated under the title and author's name.

Text body
All submissions should be anonymized and typed, and 1.5 spaced, on standard A4 pages. Please use 2.5 cm margins all around. Use Times New Roman font, 12 pt. type. Apply justification and a .5 cm indentation for first lines.

Section and subsection titles shall be numbered serially, with no variation in type font.

Quotations
When quoting, any omission of text, as well as any modification or explanation made by the authors within the quotations, should be marked by three dots inside square brackets: [...].

Quotations should be reported between quotation marks "..." within the text, using the same type font. Longer quotations, i.e. exceeding four lines, are to be: set off without quotation marks; indented right and left by 1 cm, without any further indentation for the first line; and typed in single-spaced, 11 pt. type. A 1.5 cm space above and below the body of the quotation shall be left blank.

Quotations taken from books or articles should be reproduced in their original language and translated into the language of the text, if different.

In case the original-language edition is not available, the bibliographic reference should indicate the original title and date of the first edition, adding the edition used in square brackets.

Footnotes and bibliographical references in the body of the text
Footnotes shall be used only for additional information or personal comments. Footnotes shall be single-spaced, in Times New Roman font, 10 pt. type. Please number footnotes serially for the entire work, not page by page.

References to sources shall be parenthetical, i.e., included in the body of the text, in parentheses, at the end of a quotation - or after a reference to a source. Please indicate author, date, volume (if there are several) and page number(s), e.g.: "Le tableau, quiconque l'écrit, il n'existe que dans le récit que j'en donne" (Barthes 1969: 140); As Martin (1992: 44-45) notes... All sources cited in the text must be included in the complete bibliography at the end of the work, which shall not include sources that have not been cited, unless explicitly specified as 'consulted'.

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