Memories on John Ruskin

UNTO THIS LAST

Ruskin 200, "Unto this Last"
Memories on John Ruskin

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EDITORIAL RULES

Guidelines for the submission of contributions

Authors shall submit the full paper to segreteria@ruskin200.it by June 30, 2019. The extended paper should be prepared according to the following editorial rules and submitted in Italian or English.

Each paper must submit a text file (maximum 15.000 characters including spaces and footnotes), a file with the list of captions and a folder containing all the images (maximum 8).
The tex file (.doc o .rtf) must include:

- the title, followed by the subtitle (if any), separated by a dot;
- Name and Surname of the author(s), Department/School, name of the institution/affiliation, country, e-mail address;
- the abstract in English (maximum 1000 characters);
- max. 5 key-words;
- the full article with footnotes e bibliographical references;
- captions of the figures with credits (also if processed/made by the author) and/or sources for the illustrations.

The author should name the file using the following system: Surname, initial of Name_letter of the session (A/B/C/D/E), number of topic (1, 2, 3…)_fullpaper
Example: RossiA_A2_fullpaper
The file is to be saved also in .pdf format.
The author must keep a copy of all the documents submitted.

Text formatting should be avoided as much as possible. It should particularly be avoided the use of tabs, indents, line spacing, bold and underlined letters. The use of Italics and small capital letters should be limited to the cases included in the following paragraphs. Submission of the contribution implies that this work is previously unpublished. Authors must guarantee, moreover, that the content and images published are not subject to copyright. Particular care should be taken to cite sources and any works by other authors; all citations must be duly checked by the author.
The Organizing Committee reserves the right to request the author, if needed, to make changes/additions suggested by the referees.

General formatting guidelines

QUOTED PASSAGES
Quoted passages of a certain length will be set in a smaller type than the text itself. It is advisable to format them in a smaller type compared to the text without using the inverted commas. Short Passages, included in the text, are to be contained within double commas on the line (« »). If these passages contain other citations these must be distinguished with double quotation marks (" ").
Single quotation marks (' ') are to be used as previously explained. Eventual omissions of cited passages are to be indicated by 3 dots within square brackets [...].

NOTES
Notes are to be marked in chronological order beginning with number 1, chapter by chapter: the reference numbers must be indicated as exponent, without brackets, and following any sort of punctuation:

Eg.: «la citazione del verso,[1] anche se frammentaria, ...».

WORDS IN ITALICS
The use of italics should be limited to:

- foreign words not in common usage and for ancient languages;
- titles (and sub-titles if any) of books, films, paintings, etc.

Bibliographical quotations

Bibliographical quotations in the notes must be complete in every detail and precisely:

- small capitals, beginning with a large capital letter, is the type used to identify authors (not the editors, prefacers etc who will be indicated in normal print). At least for the first mention it is preferable to write the forename in full: in following citations the initial is considered sufficient.
  For miscellaneous works avoid using the abbreviation "AA.VV." (or similar) which has no bibliographical value, and indicate the title of the volume or the surname of the first author followed by 'et alii';
- the title of the volume in italics;
- any indication to the volume in roman numerals omitting the word vol.
- the place of publication; number of the edition, if it is not the first publication, in Arabic as exponent to the year quoted (eg. 1932^2); the number of the related pages;
- the name of the publisher and, for antique volumes, the printer;
- the date of publication;
- any eventual series to which the work belongs, in round brackets and commas on the line, giving the number of the volume in either roman or Arabic numerals;
- a mention of the page (p.) or pages (pp.) (the actual page numbers in roman numerals will be stated in small capital numbers). This information is to be separated by a comma that can be omitted between the publisher's name and the date of publication.
- the total number of pages of a book must be an even number considering the last even numbered page, even if it be blank.

Examples:

BENEDETTO CROCE, *La poesia di Dante*, Bari, Laterza 1943⁵, p. 256.

LUIGI SALVATORELLI, *Profilo della storia d'Europa*, II, Torino, Einaudi 1944² («Biblioteca di cultura storica», XV), pp. 809-812; or p. 809 sgg. (it is preferable to indicate the number of pages).

ALESSANDRO MANZONI, *Opere*, a cura di R. Bacchelli, Milano-Napoli, Ricciardi 1953 («La letteratura italiana - Storia e testi», 53).

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For contributions in periodicals indicate, as above, the name of the author in small capitals and the title of the article *in italics*, the title of the journal in roman type between commas « » giving the following details in this order:

- eventual series, in roman numerals, with the abbreviation s.;
- year or volume of the periodical in roman numerals; only if the year does not correspond to the volume, specify both with the abbreviations "a", "vol.";
- calendar year of publication of the periodical in Arabic number.

Examples:

GIOVANNI TASSONI, *Le inchieste napoleoniche nei dipartimenti delle Marche*, «Lares», XXX, 1964, pp. 173-187.

PIETRO QUARONI, *Neutralità impossibile*, «Nuova antologia», LXXXIX, 1954, pp. 451-472.

WALTER BINNI, *Il teatro comico di Cimiamo Gigli*, «La rassegna della letteratura italiana», s. XII, vol. VII, 1959, pp. 417-434.

The bibliographical quotations are preceded by «cfr.» when reference is made in general to the contents of the volume and to the pages indicated; they will not be preceded by cfr. or by *vedi* or other such similarities when the passages or phrases contained in the work are actually cited.

Illustrations

All images must bear the name of the author and a progressive number that corresponds to the captions listed separately in a text file (.doc o .rtf). Images shall be supplied as a high resolution, JPG or TIFF file (images must have a minimum resolution of 300 DPI for the size at which they'll appear in the printed publication), EPS or PDF file, having a minimum dimension of 21 cm.

Images must not be embedded within the text file but supplied in the specific chapter folder as separate digital image files named with a progressive number. Reference to the figures in the text must be indicated with a progressive number (Fig. 1, 2, …).

GUIDELINES FOR THE CAPTIONS OF ILLUSTRATIONS

The captions of the illustrations, in Italics, must be preceded by a progressive number, followed by a dot. Captions shall be as follows:

- in the case of photographs which subject lacks a well identifiable author (such as landscapes, urban areas/fragments, monuments or devoid of character or else highly stratified architectures), the name of the subject (capitalized), followed the place (capitalized), separated by a comma are to be included;
- in the case of photographs which subject is by one or more well identifiable authors (such as architectures, sculptures, paintings, prints, etc), the caption shall include the initial of the author(s) name(s) followed by a dot and the capitalised surname(s) (separated by a comma if needed), followed by the title separeted by a comma. Should the subject be an architecture, the place will follow separated by a comma; artworks shall include in parentheses (if necessary) the place where they are located. The year(s), if known, shall be placed before the place. In the case of prints and documents published in volumes, the title is to be followed by the bibliographical reference of the book (see Bibliographical quotations). The bibliographical data is preceded by a comma and the word "from" (regular font).

Examples:

1. Palazzo Vecchio, Florence
2. G.L. Bernini, Colonnade of St. Peter's Square, Rome
3. F. Granacci, Joseph Conducted to Prison, 1515 ca. (Florence, Uffizi)
4. J. Barozzi da Vignola, Corinthian Order, Pedestal, from *The Five Orders of Architecture, s.l. [1562], tav. XXIV*

Abbreviations

Use the current form of abbreviations. The following list is purely an indication:

a = year
a.C. = before Christ
an. = anonymous
anast. = anastatic
app. = appendix
art., artt. = article(s)
autogr. = autograph(s)
cap., capp. = chapter(s)
cfr: =compare
cit., citt. = cited
cl. = class
cm, m, km, = centimetre, ecc. (without full stops)
cod., codd. = codex(es)
col., coll. = column(s)
d.C. = anno Domini
ecc. = etcetera
ed. = edition
es. = example
f., ff. = folio(s)
f.t. = outside the text
facs. = facsimile
fasc. = issue
fig., fig. = figure(s)
ibid. = indicating the same place or page within a quoted title
Id. = ditto
ivi = indicating the same place with a different page
lett.=letter(s)
loc. cit. = place cited
misc. =miscellaneous
mss. = manuscript(s)
n. n. = not numbered
n., nn. = number(s)
note = note
n. s. = new series
n. t. = in the text
op. = opera
op. cit. = work cited (substituting entire title and other indications)
p., pp. = page(s)
passim = passim (recurrent citation in the quoted work)
r = recto (numbering the pages of manuscripts)
s. series
s. a. = missing year of publication
s. d. = missing date
s. e. = missing indication of publisher
s. l. = missing place name
s. n. t. = missing printer's notes
s. t. = missing indication of printer
sec., secc. = century (ies)
sez. = section
sg., sgg. = following
suppl. = supplement
t., tt. = tome(s)
tab., tabb. = chart(s)
tav., tavv. = table(s)
tit., titt. = title(s)
trad. = translation
v = verso (numbering the pages of manuscripts)
v., vv. = verso
vol., voll.= volume(s)