

# Editorial rules for submitting an article

The article must be sent in Microsoft Word® and should be 20.000 to 30.000 digits in length (spaces included).

It must contain:

- author(s)' full name;
- article's full title;
- author(s)' affiliation;
- address of the author(s)' affiliation (street, number, zip code, city, state) and author(s)' e-mail address;
- reference list;
- abstract in English (700 to 1000 digits, not included in the word count), independently of the language of the article;
- five key words in English.

## Text

Font: Times New Roman, 12 pt.  
Double-spaced

## Footnotes

Font: Times New Roman, 11 pt.  
Space: 1,5

Footnotes are to be introduced only if necessary to the document. They must be placed at the end of the page and finish with a full stop.

## Figures and tables


Figures and tables must not exceed the following size: cm. 12,2x18,5. They must be in black, white or grey and in \*.TIFF, \*.jpeg or \*.bmp format. Please add number and a title with a legend and caption to each figure and/or table.

## Tables' content

Tables must contain further information than the one presented in the text and not simply illustrate the data provided.

## In-text citations

In each citation, follow the author-date method. This means that the author's last name, the year of publication for the source and the page number(s) should appear in the text (see example) and a complete reference should appear in the reference list at the end of the paper.

(Author's last name, year of publication, page)  (Wenger, 1998, p. 45)

## Reference list

Position: at the end of the article.

Font: Times New Roman, 10 pt.

Texts must follow an alphabetical order based on the authors' last name.

When two or more works by the same author are referred to, use the author's name for all entries and list the entries by the year (earliest comes first: 1999, 2005, etc.).

If using more than one reference by the same author published in the same year, organise them in the reference list alphabetically by the title of the article or chapter. Then assign letter suffixes to the year (1992a, 1992b, etc.).

To distinguish books, essays in books and articles in journals, follow the examples:

- books: Last name, N. (year of publication), *Title*, City, Publisher.

Example:

Vertecchi, B. (2002), *Le parole della scuola*, Milano, R.C.S. Libri.

- essays in books: Last name, N. (year of publication), "Title of the essay" in Last name, N., *Title of the book*, City, Publisher, pages.

Example:

Losito, B. - Mintrop, H. (2001), "The Teaching of Civic Education" in Torney-Purta, J. - Lehmann, R. - Oswald H. - Schulz, W. (eds), *Citizenship and Education in Twenty-eight Countries. Civic Knowledge and Engagement at Age Fourteen*, Amsterdam, Iea, pp. 25-36.

- articles in journals: Last name, N. (year of publication), "Title of the article", *Name of the journal*, year, (number), pages.

Example:

Berlinguer, L. (2006), "Equity and the Role of Assessment in Italian Educational Policy", *Cadmo. Giornale Italiano di Pedagogia sperimentale. An International Journal of Educational Research*, XIV (2), pp. 5-16.

When citing electronic sources, please do not underline or use inverted commas, bold or italics. Specify the whole website.

Example:

<http://lps.uniroma3.it>