Editorial guidelines

Maltrattamento e abuso all’infanzia

1) The journal, which is marked by an eminently interdisciplinary approach, publishes original research contributions, reviews and articles in the area of the child maltreatment and abuse. It will accept rigorously scientific contributions presented with clarity and simplicity of exposition. Works with the following characteristics appear consistent with the character of the journal: reviews of the literature; original quantitative empirical research; research regarding meta-analysis; original qualitative contributions; presentations of explicative cases backed by theoretical references; new projects; innovative interventions; presentations of models and theories; comments and critical reviews.

The following are not suitable for publication: political and journalistic comments, testimony; work only indirectly connected with child maltreatment; biographies, autobiographies, individual experiences.

2) Each article will undergo examination, anonymously, by two experts. Their reasoned opinion, which will also be anonymous, will be communicated to the authors.

3) To guarantee anonymity, the names of the authors, their professional qualifications, the institutions in which they work and the complete address including the first author’s e-mail address must not appear on the first page but must be indicated on a sheet attached to the copies.

Any change in the authorship list following to the initial submission is not allowed. The Editorial Board reserves the right to evaluate any requests for change only if justified. Include no more than two affiliations per author.

4) Submissions to the journal should be original unpublished work and should not be under review with any other journal. Papers should be submitted online at http://www.francoangeli.it/riviste/sommaria.asp?IDRivista=76&lingua=en, by clicking on “Submit a paper”. At this step, the articles should be anonymous; name(s), affiliation (university, research centre, etc.), address, telephone numbers of the author(s) and further details about the article are to be inserted only in the fields provided on the OJS platform.

5) The articles must be accompanied by a letter of authorization in which the author grants to the Editor of the Journal the exclusive exercise of all rights to the economic exploitation of the article, without limits of space and within the maximum time limits recognized by the regulations in force (currently 20 years) by all the channels and all the technologies which currently exist or will be developed in the future. This therefore includes, inter alia, reproduction in every way or form, in every communication – including, for example but not exclusively, also the right to exploitation by the rights holder by means of interactive digital channels (by whatever means currently known or developed in the future) – and through every form of distribution practicable for the article.

Likewise, the Author grants the Editor of the Journal the exclusive right, by all the technologies which currently exist or will be developed in the future, to translate, reproduce, distribute and communicate the article in any language, in any way and form, the rights to exploitation in advertising, and the right to sell to third parties the rights relating to the article, wholly or in part, both for payment and gratis, etc., without limits of space and within the time limits recognized by the regulations in force (currently, 20 years) and by all the channels and technologies which currently exist or will be developed in the future.

6) The manuscript must be written observing the rules of the APA Publication Manual (6th ed.) and it must include:

- title both in Italian and in English (the length for a title is no more than 12 words);
- brief title both in Italian and in English;
- 5 key words both in Italian and English;
- abstract both in Italian and in English. The Abstract should be between 100 and 120 words, in a single paragraph, single line spacing, without sub-section headings. The Abstract should cover the following: a) theoretical background; b) method; c) results; d) conclusions. Do not cite references in the Abstract.

7) **Complete title, abstract, keywords – all in Italian and in English – and references should be entered also in the fields provided on the OJS platform (Step 3 of the submission process, “Enter metadata”).**

8) The text must be in the Times New Roman font, pt. 11, single line spacing, and have the following layout: upper margin, 5.5 cm; lower margin, 6.2 cm; left margin, 4.6 cm; right margin, 4.6 cm; binding, 0 cm; distance from the edge: heading, 4.3 cm; footnote, 5.3 cm. The notes must be in Times New Roman pt. 9.

9) The articles in the sections **Focus Section, Research, Essays and Reviews** must not exceed 20 pages (about 2500 strokes, including spaces, per page) of text, references, tables and figures. The articles in the section **Brief Reports, Research notes, Experiences, Documents and Laws** must not exceed 10 pages.

The **Introduction** to be presented essentially in three consecutive parts: 1) the importance of the problem stated in general terms (without reference to the present manuscript); 2) a description of relevant theory or theories and research regarding the problem; 3) in the last paragraph, the aims and hypotheses of the present manuscript.

The Method section (for research manuscripts) must include the following arrangement: Participants, Procedure, Measures, and Data Analyses.

10) It must be clear at which point in the text it is intended to insert the illustrative material (figures, graphs, tables, etc.), separately attached, and numbered (e.g. Table 1 – Heading; Graph 1 – Heading).

**Tables**: The tables must comply with the following formatting: heading placed above, Times New Roman font, pt. 10 italics, aligned to the left; text of the table Times New Roman font, pt 10, second heading placed above: italics, with black line above and below (see example).

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11) Authors’ correction of drafts is not envisaged: the manuscripts must be ready for printing.

12) Bibliographic references **in the text** must contain, in parentheses, the family name of the Author and the year of publication, as in this example: (Gelles, 1997). In the case of more than one work of the same year, the year is followed by the corresponding letter, as in this example: (Gelles, 1997a). If one wishes to refer to a specific passage in the text quoted, it is necessary to add the page number, as in this example: (Gelles, 1997; pp. 85-88). If there are two Authors, separate the two names with & (e.g. Cirillo & Di Blasio, 1989); if there are more than two Authors, the first time all the names are quoted; in subsequent quotations one can use the abbreviation et al., as in this example: (Gelles et al., 1997). When citing two or more references within the same parenthesis, order them in alphabetical order. Please ensure this is done throughout the manuscript. In the references in the text, if the authors are more than two, the first time the names of the authors are all cited, while in the following citations the abbreviation “et al.” is allowed.
It is allowed to use the abbreviation “et al.” from the first quote in the text only in case of six or more authors. All references cited in the text should be listed in the Reference section and all references listed in the Reference section cited in the text.

At the end of the text bibliographical references are to be listed in alphabetical order for authors and in chronological order for the works of the same authors. The references must observe the rules of the APA Publication Manual (6th ed.). For bibliographical references, refer to the following examples:

- for books:

- for journal article:

- for the chapters in a volume:

- for books translated:
  The authors should indicate the DOI of all articles reported in the references. To obtain DOIs they can use the following link: https://apps.crossref.org/simpleTextQuery. Alternatively, they can make a search through Google.

13) The authors are asked to preserve a copy of the work sent to the Journal, as the Editor of the Journal assumes no responsibility for loss of or damage to copies.

14) The acceptance of the work entails a written commitment by the authors that the work or parts there will not be published elsewhere.

15) Requests for information, bibliographic corrections and conference initiatives are to be addressed to the coordinator of the Executive Editors: Dott.ssa Elena Camisasca, Dipartimento di Psicologia, Università Cattolica del Sacro Cuore, Largo Gemelli 1, 20123 Milano. Tel.: 02-72343642; E-mail: journal.childviolence@unicatt.it.