

Editorial guidelines

The articles submitted must conform to the following 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1) Submissions to the journal should be **original unpublished work** and should not be under review with any other journal.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 through FrancoAngeli Journals system** from the following webpage: <https://journals.francoangeli.it/index.php/rpcoa/about/submissions>

At this stage, the articles should be anonymous; name, surname, affiliation (university, research center, etc.), address, email and phone numbers of the author(s) and further details about the article are to be inserted only in the fields provided on the publisher's platform.

2) **Papers should be sent together with a copyright transfer agreement** (downloadable from the webpage indicated in point 1), 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.

The license agreement must be digitally signed or physically shipped to the address indicated on it.

3) **The title** must not exceed 104 characters (including spaces).

4) **Articles should contain name(s) of author(s), affiliation (university, research centre, etc.), 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 a,b,c... 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. Please, enter the full names of the authors. Moreover, the email address of the corresponding author must be reported.

5) A concise and factual **abstract in Italian and in English is required**. Do not exceed 1200 strokes per each one (including spaces). Each abstract should give the salient information on the contents of the article and be expressed in the third person (Example: the authors affirm that...). All articles written in Italian must include the English translation of the title. The abstract must contain the references to methods, results and conclusions. The abstract cannot contain formulas, figures, tables, lists or bibliographic references.

6) Immediately after the abstracts, provide a maximum of **6 keywords in Italian and 6 in English**. Words selected should reflect the essential topics of the article and will be used for indexing purposes.

7) The manuscript must be prepared using the Template downloadable in the « Submissions » section. The formatted article must not exceed the following total page numbers:

Scientific Article: 10 pages

Review Article: 14 pages

Technical Note: 6 pages

Larger dimensions will be agreed with the Editorial board.

The article can be written in Italian (with abstract, conclusions and captions also in English) or entirely in English (British or American, as long as it is coherent).