

Guidelines for Authors

A. Procedure for Submitting Contributions

1. *Salesianum* publishes previously unpublished studies of significant scientific relevance, that provide original contributions in the fields of study at the Salesian Pontifical University, with a special focus on Theological and Philosophical disciplines, Ancient Christian Literature, and the Sciences of Education and Communication.

Salesianum publishes three types of contributions:

- *STUDIA* (50,000 - 80,000 characters including spaces, footnotes and abstracts): articles that provide original scientific contributions in the areas of interest of the journal.
- *COMMENTARIA* (20,000 - 35,000 characters including spaces and footnotes): short articles, presentation of relevant publications, debates, bibliographic reviews, conference chronicles.
- *RECENSIONES* (7,000 - 10,000 characters including spaces): critical reviews of volumes of scientific interest.

Any discrepancies in extension will be assessed in detail by the Editorial Board.

2. Contributions can be written in Italian, English, French, Spanish, German and Latin.

The submitted version of the author will be considered definitive, linguistically impeccable and in accordance with the *Editorial and Typographical Standards* set out in these *Guidelines for Authors*.

The author submitting a contribution to *Salesianum* is committed not to submit it simultaneously to other journals, until the outcome of the review process is communicated.

Interested authors may send their contributions in .doc or .docx format to salesianum@unisal.it, together with:

- An anonymous version of the same contribution, from which all direct and indirect references to the author have been removed.
- An abstract (800 - 1,200 characters including spaces), written both in English and in the language of the contribution, including the title of the contribution in English (only for *Studia*).
- A list of five keywords, written both in English and in the language of the contribution (only for *Studia*).
- The abstract and the keywords should be placed in the same document of the contribution.
- Full indication of the author's academic position and university affiliation, together with e-mail address. New contributors are requested to enclose a *curriculum vitae*.
- If your contribution uses non-standard fonts (eg. Greek or Hebrew), please do send the pertaining font.

3. Collaboration with *Salesianum* is made free of charge. The authors are not charged for the review and publication of their contributions.

The authors are requested to respect the time of embargo of the Journal, lasting two years, after which they will regain full possession of the publication rights. In case of republication, in whole or in part, of contributions already published in *Salesianum*, the authors can quote this reference.

The authors who make their contributions in *Studia* or *Commentaria* sections will receive the pdf file of his/her contribution and together with it a hard copy of the particular issue.

For reviews, the author will receive a pdf file of his/her contribution.

4. Authors who submit their contributions to *Salesianum* are requested to read and observe the Journal's *Code of Ethics*.

B. Procedure for Evaluating the Contributions

1. The contributions intended for the *Study* or *Commentary* sections are subjected to the *Double-Blind Peer Review* process, the outcome of which will be communicated within 90 days. The Editorial Board will only admit contributions that have fully complied with the present *Guidelines for Authors*.

2. The reviewers shall be chosen by the Editorial Board from scholars of recognised competence, also taking into account the opinion of the members of the Scientific Committee. The choice of the reviewers is carried out guaranteeing their independence of judgement and absence of conflicts of interest.

3. If the contribution receives two negative opinions from the reviewers, it will not be published. In case of conflicting opinions, the Editorial Board will designate a third reviewer. The reviewers may ask the author to edit or improve his contribution with a view to publication.

The evaluation of the reviewers will be briefly notified to the author of the text, anonymously.

The Editorial Board has the right to request any reduction in the extension of the contributions or further modifications of the same, in compliance with the sections of the Journal to which the contributions are intended.

4. If the contribution has been accepted, the author shall send the final version, taking into account the reviewers' comments. In the case of comments that are binding for publication, the author shall accompany the final text with a short note, prepared on a separate file, which indicates the changes or additions made.

The Editors will send the author the draft of their contribution, only to correct any typos.

The publication time is set by the Editorial Board and communicated to the author on an indicative basis once the contribution has been accepted.

The review service is suspended in August.

C. Editorial and Typographical Standards

1. Contributions intended for the *Studia* section, and eventually also for the *Commentaria* section, should be divided into Paragraph Titles and identified by progressive Arabic numbering, including any paragraphs entitled ‘Introduction’ or ‘Conclusion’.

Sub-paragraphs should not exceed the third degree of division. For the typographical layout, follow this template, aligning all heads to the left margin:

1. First Level Title

1.1. Second Level Title

1.1.1. Third Level Title

Two degrees of division are not immediately followed without an intermediate portion of the body of the text. No blank lines are left after titles.

Body of the text and the headings should be in *Times New Roman*, 12 pt., line spacing 1.

2. The reference bibliography should be placed entirely in footnotes (*Times New Roman*, 10 pt.), according to the following structure:

Books

INITIAL(S) OF AUTHOR’S NAME (if more than one initial, no space between them) | AUTHOR’S SURNAME, | *Title. Subtitle*, | If applicable (= Series and Number), | Publishing House, | City of the Publishers and Year of Publication, | Page Number(s) (without p. / pp.).

Eg. D. MCPHERSON, *Virtue and Meaning. A Neo-Aristotelian Perspective*, Cambridge University Press, Cambridge – New York 2020, 135-137. (No 135-37, 135-7)

G. GOTTA (ed.), *Virtù umane, virtù politiche*, Mimesis, Milano - Udine 2020.

J. ANNAS – D. NARVAEZ – N.E. SNOW (eds.), *Developing the Virtues. Integrating Perspectives*, Oxford University Press, New York 2016.

AUGUSTINUS HIPONENSIS, *De Civitate Dei*, ed. B. Dombart – A. Kalb (= *CCSL* 47-48), Brepols, Turnhout 1955; trans. by D. Gentili (= *NBA* 5/1-2), Città Nuova, Roma 1988.

Of the texts quoted in translation, the original edition should also be quoted if possible.

Eg. G. DELEUZE, *Differenza e ripetizione*, Raffaello Cortina Editore, Milano 1997 (Orig. Fr. *Différence et répétition*, PUF, Paris 1968).

The edition number is indicated in superscript, immediately after the year of publication.

Eg. A. RODRÍGUEZ LUÑO – A. BELLOCQ, *Ética General*, Eunsa, Pamplona 2014⁷.

Contributions in Collective Works

INITIAL(S) OF AUTHOR’S NAME (if more than one initial, no space between them) | AUTHOR’S SURNAME, | *Title. Subtitle*, | in INITIAL(S) OF EDITOR’S NAME | EDITOR’S SURNAME (ed./eds.), | *Title. Subtitle*, | If applicable (= Series and Number), | Publishing House, | City of the Publishers and Year of Publication, | Start and End Pages of Contribution, | Page Number(s) of the citation. (without p. / pp.)

- Eg. D.C. RUSSEL, *Phronesis and the Virtues (NE vi 12-13)*, in R.M. POLANSKY (ed.), *The Cambridge Companion to Aristotle's Nicomachean Ethics*, Cambridge University Press, Cambridge 2014, 203-220, 207.
- J.H. NEWMAN, *Quaderno filosofico*, in ID., *Scritti filosofici*, ed. M. Marchetto, Bompiani, Milano 2005, 633-845.
- P. MARAVAL, *Introduction. Grégoire de Nysse d'après ses Lettres*, in GREGOIRE DE NYSSE, *Lettres*, ed. P. Maraval, (= *Sources Chrétiennes* 363), Le Cerf, Paris 1990, 15-78.

Journal Articles

INITIAL(S) OF AUTHOR'S NAME | AUTHOR'S SURNAME, | *Title. Subtitle*, | in *Title of the Journal* | Indication of Volume | (Year) | Starting and Ending Pages of the article, | Page Number(s) of the citation.

- Eg. M. HUNYADI, *L'approche contextualiste en morale. Mise au point en dix points*, in *Revue d'éthique et de théologie morale* 284 (2015) 39-52, 41.
- M. ECHAVARRÍA, *Personalidad y mal moral. La conexión de los vicios*, in *Espíritu* 69 (2020) 71-94.

Biblical References

The standard abbreviations of the language in which it is written are used, followed by the chapter and verse numbers, not separated by spaces.

- Eg. *Jn* 21:15-19 *Jer* 1:4-6.8.10-12. *1Eph* 1:2-5.

Online Publications

For the citations taken from the web, one should follow the indications of the respective type, placing the address of the web page (in text format, not hyperlink) between the brackets (< >), accompanied by the date of consultation (dd-mm-yyyy).

- Eg. R. KRAUT, *Aristotle's Ethics*, in *Stanford Encyclopedia of Philosophy*, 2001, <<https://plato.stanford.edu/entries/aristotle-ethics/>> (18-11-2021).

3. When a reference is cited for the first time, it must include all the above elements. Subsequent references shall state only: INITIAL(S) OF AUTHOR'S NAME | AUTHOR'S SURNAME, | *Title*, | Page Number(s) of the citation. (without *op. cit.* or *loc. cit.*)

- Eg. M. HUNYADI, *L'approche contextualiste en morale*, 43.

When referring to a work cited in the immediately preceding footnote, without any possibility of ambiguity, *Ibid.* is used, followed by the page number(s) of the citation.

To indicate the generic reference to a work (*confer/compare*), the abbreviation Cf. is used.

4. Quotations shall be placed in double angle brackets. If the use of further inverted commas is necessary within the quotation, this order shall be followed: «... "...” ... ».

If the quotations exceed 4 lines, they should be intended and quoted in a smaller font size (11 pt.), spacing them from the body of the text that precedes and follows. In this case, brackets are not required.

N.B. The superscript should be placed immediately after the inverted commas, or after any punctuation marks, without a space before and with a space after.

Eg. «...».⁵

5. Words in a language other than the language of the contribution, as well as titles of books and periodicals, should be placed in *italics*, without inverted commas.

Care should be taken that punctuation marks following an italicised word are not in italics.

6. If the contribution requires it, the author may cite the most recurrent works using an abbreviation, indicated in square brackets in the first citation. The acronym is immediately followed by the page number (or any other numbering within the text), without commas.

Eg. ARISTOTELE, *Etica Nicomachea*, ed. C. Natali, Laterza, Roma – Bari 1999 [= *EN*], 1113a10-13.

In the following notes: *EN* 1114b1-2.

7. The long hyphen (–), preceded and followed by a space, is used to: separate the names of several authors, indicate several cities of publication, construct incidental sentences.

The short hyphen (-) is used, without spaces before or after, for: dates (18-01-2023), time period (2000-2003), compound words, biblical references.

8. Images, tables or graphics, if any, should be inserted at the chosen point in the text, accompanied by the respective caption. The use of *copyright* images requires the prior permission of the right's owner.

9. Quotations of ancient texts in the original language should be limited to essential words or short passages, preferably using these fonts: for Greek, *SBL Greek* or *Bwgrkl*, and for Hebrew, *SBL Hbrw* (size: 12 pt in the body of the text and 10 pt in footnotes). If using different fonts, please send them to the Editors.

D. Indications for Reviews

1. *Salesianum* reviews texts of scientific interest, consistent with the areas of the Journal, usually published no more than three years prior to the current year. The works reviewed must be of the first editions or of the reprints with substantial modifications.

2. *Salesianum* publishes previously unpublished reviews, written by authors who do not have a professional relationship with the author of the reviewed text (eg. that they have supervised the author's thesis, or are members of the same research group).

3. The review should present the structure and content of the work, highlighting the contribution it makes to the topic of study, discussing its theses and also expressing a detailed judgement on its value.

4. Reviews should be sent in .doc or .docx format to **salesianum@unisal.it**. The text of the review, which is considered *definitive*, must also contain a full indication of the author's academic standing and university affiliation.

If your contribution uses non-standard fonts (eg. Greek or Hebrew), please do send the pertaining font.

5. *Salesianum submits* review proposals for evaluation by the Editorial Board, which will reply to the author within 30 days. The service is suspended in August.

The Editorial Board has the right to request corrections or changes that are binding for the publication of the review. Publication times are set by the Editorial Board. The author of the review will receive a pdf file of his/her contribution.

6. Reviews can be written in Italian, English, French, Spanish, and German. If the nature of the work makes it desirable, they can also be published in Latin.

The length of the review must be between 7,000 to 10,000 characters (including spaces).

7. *Editorial and Typographical Standards* to be adhered to are those details provided for the articles, listed above. Reviews do not include footnotes. Any quotations of the work reviewed should be placed in inverted commas « ... », followed by the page number, in round brackets.

Eg. (p. 71, or pp. 71-72)

8. For the composition of reviews, the following model is followed:

Simona LANGELLA – Maria Silvia VACCAREZZA– Michel CROCE (eds.), *Virtù, legge e fioritura umana. Saggi in onore di Angelo Campodonico* (= *Filosofie* 762), Mimesis, Milano-Udine 2022, 519 p., ISBN 978-88-5758-370-9.

Joseph DUNNE, *Back to the Rough Ground. 'Phronesis' and 'Techne' in Modern Philosophy and in Aristotle*, University of Notre Dame Press, Notre Dame IN – London 1993, xvi + 492 p., ISBN 978-02-6800-689-1.

[text of review]

[name and surname of the author of the review, together with his/her e-mail address]