

Ricche Minere's style. Guidelines for contributors

A- Monographs

1. Author

- Give the initial of the author's first name. If the author uses both first and middle name, give the initials of both not separated by a space.
- If the author's name is repeated consecutively, use "Id." or "Ead."
- With books by two or three authors, separate names by a comma.
- With books by more than three authors, give the first author's name followed by *et alii*.

e.g. A. Bellavitis, *Identité, mariage, mobilité sociale. Citoyennes et citoyens à Venise au XVI siècle*, Rome 2001

e.g. M.W. Cole, *Ambitious Form. Giambologna, Ammannati, and Danti in Florence*, Princeton 2011

e.g. F. Pedrocco, T. Pignatti, *Giambattista Tiepolo. Itinerari veneziani*, Venezia 1996.

e.g. R. Costantini *et alii*, *Friuli Venezia Giulia. I luoghi d'arte*, Trieste 1998.

2. Title

- Italicize titles and use a comma to separate them from the authors' names.

3. Editor

- Give the editor's name after the title followed by a comma with "ed.", or "eds." for more than one editor, in brackets.

e.g. A. Butterfield, *Verrocchio and the Bronze Statuette*, in *Small Bronzes in the Renaissance*, D. Pincus (ed.), Washington D.C. 2001, pp. 71-81

- With more than three editors, give the name of the first editor, followed by *et alii*.
- In short references to works without a specific author, give the first three words of the title followed by the year of publication.

4. Works in more than one volume

- In references to multivolume works give, after title and editor(-s) and before the publication information, the total number of volumes in Arabic numerals followed by "vols."

First reference:

e.g. R. Cevese, *Ville della Provincia di Vicenza*, 2 vols., Milano 1971.

e.g. *La pittura nel Veneto. Il Seicento*, M. Lucco (ed.), 2 vols., Milano 2001.

- In references to only one volume of a multivolume work, give the number of the volume in Roman numerals.

e.g. C. Brühl, *Fodrum, Gistum, Servitium regis*, I, Köln-Graz 1968, pp. XX.

5. Publication information

- Place a comma between the previous information and the city and year of publication.
- Spell the name of the city of publication in the original language.
- Do not add the publisher's name.
- With multivolume works published over a period of years, give the inclusive years separated by a hyphen as the publication date.

First reference:

e.g. P.J. Mariette, *Abecedario et autres notes inedites de cet amateur sur les arts et les artistes. Ouvrage publié et annoté par Philippe de Chennevières et Anatole de Montaiglon*, 2 vols., Paris 1851-1853.

Subsequent references:

e.g. Mariette 1851-1853, I, 1851, pp. XXX. (i.e. inclusive years of a multivolume work, the number of the volume and its year of publication).

6. Edition

- For any edition after the first, place the edition number in Roman numerals followed by "edition". The specification of the edition comes after the name of the editor, if there is one, or after the title of the book, if there is no editor.

e.g. R. Wittkower, *Gian Lorenzo Bernini. The sculptor of Roman baroque*, III edition, Oxford 1981

- For reprints of older books, give the author's name, title in italic, city and year of the original publication, plus the modern editor's name followed by "ed.", and the city and year of reprint.

e.g. F. Algarotti, *Saggio sopra la pittura*, Bologna 1762, G. Da Pozzo (ed.), Bari 1963.

7. Page numbers

For page numbers, follow these criteria:

- When citing one page, give "p." and the number.

e.g. R. Pallucchini, *Piazzetta*, Milano 1956, p. 27.

- When citing more than one page, give "pp." and the page numbers.

e.g. R. Pallucchini, *Piazzetta*, Milano 1956, pp. 26-27.

Follow the same criteria for column numbers (col./cols.):

e.g. "Novelle letterarie", XXVII, 1766, col. 9

e.g. "Novelle letterarie", XXVII, 1766, cols. 9-10

8. Note and footnote numbers

Place a comma after the page numbers, add the word "note" and the number of the note or footnote.

e.g. Rylands 1988, p. 22, note 20.

B- Conference or symposium papers and essays

- When citing an essay, give the author's name and title - see above points A 1 and 2. Next, preceded by comma and "in", give the book's title (italicized), the city and the year of publication, and the page numbers.

e.g. E.M. Guzzo, *Pitture, sculture e stucchi del Sei e Settecento*, in *Villa Carlotti a Caprino*, P.P. Brugnoli (ed.), Caprino 1990, pp. 89-238.

- Entries for conference or symposium papers are listed in this order: author's name (see above), title of the paper (italicized), "in" the book's title (italicized), Atti del Convegno Nazionale/Internazionale [capitalized] city, location, and dates of the conference in brackets followed by editors' names and "(eds.)". Add city and year of publication, and page numbers.

e.g. C. Kryza-Gersch, *Due altari seicenteschi a San Marco: Nicolò Roccatagliata e Sebastiano Nicolini e la produzione di ornamenti in bronzo per le chiese veneziane*, in *L'industria artistica del bronzo del Rinascimento a Venezia e*

nell'Italia settentrionale, Atti del Convegno Internazionale di Studi (Venezia, Fondazione Giorgio Cini, 23-24 ottobre 2007) M. Ceriana, V. Avery (eds.), Verona 2008, pp. 253-272

B1- Articles

- When citing an article, give the author's name and the title of the article (see above point A1 and A2).
Next, preceded by a comma:

1. Full name of the journal (not italicized) within double angle quotation marks
2. After a comma, if relevant, specify the number of the series in Roman numerals, preceded by the abbreviation "ser." or "n.s." (if a new series)
3. The number of the issue (if necessary, give also the number of the fascicle)
4. Date of publication, preceded by comma
5. Page numbers, preceded by comma.

e.g. R. Martinis, *Palazzo Lando-Corner-Spinelli a Sant'Angelo. Nuovi documenti sulla datazione e la committenza*, «Arte Veneta», LV, 1999, pp. 153-159.

e.g. P.S. Leicht, *Un principio politico medievale*, «Rendiconti dell'Accademia dei Lincei. Classe di scienze morali», ser. V, XXIX, 1920, pp. 75-88.

e.g. C. von Fabriczy, *Adriano Fiorentino*, «Jahrbuch der königlich preussischen Kunstsammlungen», XXIV, 1903, pp. 71-98

C- Exhibition catalogues

-Exhibition catalogues should be cited as follows:

Title in italic, "exh. cat." followed by city and place - where the exhibition was held - in brackets and (without comma) editor's name followed by "(ed.)" (or "eds." for more than one editor), city and year of publication.

e.g. *Antico: The Golden Age of Renaissance Bronzes*, exh. cat. (Washington, DC, National Gallery of Art and New York, The Frick Collection) E. Luciano, D. Allen, C. Kryza-Gersch (eds.), London 2011.

- When citing entries in exhibition catalogues, give the author's name, "in" full catalogue reference (as described above), page numbers and last, separated by a comma, the entry number.

First reference: e.g. L.A. Waldman, in *The Medici, Michelangelo, and the Art of Late Renaissance Florence*, exh. cat. (Detroit, The Detroit Institute of Arts) M. Chiarini, A. Darr, C. Giannini (eds.), Detroit 2002, pp. 229-230, no. 93.

Subsequent references: e.g. Waldman, in *The Medici, Michelangelo, and the Art* 2002, pp. 229-230, no. 93.

D- Entries in dictionaries and encyclopaedias

- For entries in dictionaries or encyclopaedias, follow this criteria: author's name, item's "title" (italicized) and, separated by a comma, "in" dictionary's title (italicized), volume number, the city and the year of publication, and page numbers.

e.g. B. Sani, *Carriera, Rosalba*, in *Dizionario Biografico degli Italiani*, III, Roma 1985, p. 110.

E- Auction catalogues

- When citing an auction catalogue, give the title (if available) in italic, the name and the city of the auction house, the date of the auction, and the lot number.

e.g. Christie's London, 5 December 2013, lot 19.

e.g. *Old Masters Paintings*, Sotheby's London, 23 February 1966, lot 28.

F- Reviews

- When citing a review, give: the reviewer's name, the title of the review in italic (usually formed by the author's name and the title of the reviewed text), journal title (not italicized) within double angle quotation marks, the journal number, year, and page numbers.

e.g. E. Sandberg Vavalà, *Rodolfo Pallucchini. La pittura nel Veneto. Il Cinquecento*, «Critica d'Arte», XL, 1983, p. 75.

G - Repeated references

- 1) Use "Ivi" (same monograph/ paper/ ehx. cat, but different pages) and "Ibidem" (same monograph/ paper/ ehx. cat, same pages) when appropriate.

e.g. ¹ A. Wright, *The Pollaiuolo Brothers. The Arts of Florence and Rome*, New Haven 2005, p. 323.

² Ivi, p. 325.

³ Ibidem.

- 2) In general, for subsequent references (NOT the first), give the author's last name and the year of publication (NOT separated by comma), followed by the page numbers.

e.g. Sandberg Vavalà 1983, p. 75.

e.g. Mariuz, Pavanello 1985, pp. 101-113.

H - Web publications

- When citing a work published on the web, give the author's name, the title of the work (italicized), the complete Web address and the date of access.

- When citing a paper published in an electronic journal, give also the journal name within double angle brackets, the issue number and the year of publication. Last the Web address and the date of access.

G- Archival documents and manuscripts

- 1) When citing a manuscript, the first reference should include the author's name, the title (italicized), the material (ms.) and the date of composition. Next, give the name and location of the library or research institution housing it. If you do not know the precise date of the manuscript, give an indication of the century.

e.g. G. Zanetti, *Memorie per servire all'Istoria dell'inclita città di Venezia*, ms. [sec. XVIII], Venezia, Biblioteca Nazionale Marciana, classe XI, 58.

- 2) In the following references to the same manuscript, use short quotations.

e.g. Zanetti, *Memorie*, [sec. XVIII], f. XXX.

- 3) Whenever documents from the same archive or manuscripts from the same library are cited frequently, abbreviations should be used, with full indication in the first reference only.

e.g. Venezia, Biblioteca Nazionale Marciana [= BNMVe]

- 4) Italicize the names of archival fonds.

e.g. ASVe, *Senato Terra*, reg. 25, c. 122r.

H- Abbreviations

And the following	et seq./ et seqq.
Anonymous	anon.
Article (-s)	art., artt.
Beginning of a line	cpv.
Chapter	cap.,
Catalogue number (-s)	no., nos.

Circa	ca.
Citation	cit.
Codex (Codices)	cod., codd.
Compare	cf.
Collection	coll.
Column (-s)	col., cols.
Document (-s)	doc., docs.
Edition	edit.
Editor (-s)	ed., eds.
Et cetera	etc.
Exhibition catalogue	ex. cat.
Fascicle	fasc.
Folio	fo.
For example	e.g.
Fragment	fragm.
Idem/Eadem	Id./ Ead.
Italian	it.
Letter	lett.
Line (-s)	l., ll.
Loco citato	loc. cit.
Manuscript (-s)	ms., mss.
New series	n. ser.
No date of publication	n.d.
No numbered pages	n.n.
No place	n.p.
No publisher	n.p.
Opera	op.
Out text	o.t
Page (-s)	p., pp.
Paragraph (-s)	§, §§
Recto	r.
Section	sec.
Series	ser.
Plate (-s)	pl., pls.
Title (-s)	tit., titt.
Translation	trans.
Verso	v.
Volume (-s)	vol., vols.
Year	yr.

I- Captions

- Provide a list of captions in a separate file. Captions should be numbered consecutively and include photographic references. Clear and specific references to all the illustrations should be included in the text.

e.g. (fig. 1)

e.g. (figg. 15-17)

- Captions should include: a progressive number followed by a full stop, full author's name (not italicized) and the title (italicized). Next, after a full stop, give the name of the location (place first followed by a comma and the institution, not italicized). Names of museums, institutions, churches and religious monuments are capitalized.

In case of a detail, specify it after the title, separated by a comma.

1. For paintings and sculptures:

e.g. 1. Tiziano Minio, *Neptun on his Chariot*. Vienna, Kunsthistorisches Museum

e.g. 2. Nicolò Roccatagliata, *Saint Stephen*. Venice, San Giorgio Maggiore

e.g. 3. Willem van Haecht, *The Kunstkammer of Cornelis van der Geest*, detail. Antwerp, Rubenshuis
e.g. 4. Antonio Canova, *Adone e Venere*. Geneva, Musée d'Art et d'Histoire

2. For engravings and prints:

e.g. 2. Giambattista Piazzetta, *Three Dominican Saints*, engraving by Francesco Bartolozzi

3. For drawings:

e.g. 1. Willem van Herp, *Christ's Entry into Jerusalem*. Paris, Musée du Louvre, Département des Arts Graphiques

4. For architecture: (city, name of the building, part in italic. Other information are not italicized)

e.g. 1. *Roma, Villa Madama, Cortile semicircolare*

e.g. 3. *Venice, Palazzo Corner Spinelli, entrance hall*. Photograph, beginning of the twentieth century

5. For historical illustrations:

For historical illustrations from journals, give author's name, title (see above point 1-4), followed by full publication reference:

e.g. 17. Edvard Munch, *Abbraccio macabro* (in «Emporium», XIX, 113, maggio 1904)

e.g. 6. Medardo Rosso, *Rieuse*, from A. Melani, *Scultura italiana antica e moderna*, Milano 1912, pl. CLXV

For other historical illustrations, give complete captions (see above point 1-4), followed by comma and “historical illustration”

e.g. 2. *Rome, Villa Chigi alla Lungara, historical illustration*

e.g. 3. *Tiziano, Assunta. Venice, basilica di Santa Maria Gloriosa dei Frari, historical illustration*

L- Appendix

1. When an article is based on unpublished documents, a transcription can be included as an appendix. It must follow the text and the footnotes, in separate pages. Documents must be numbered.
2. The transcription of a document must follow these rules: omissions, gaps, illegible words and additions are parenthesized in square brackets [].
3. City, archive name and library name are not italicized; they are followed by the title in italic and, separated by a comma, the signature code in Arabic numerals.

e.g. *Archivio di Stato di Venezia [= ASVe], Dieci Savi alle Decime, b. 157bis, n. 703.*

4. Abbreviations and criteria adopted in the transcription must be explained in a legend to be placed before the text.

M- Illustrations

1. Illustrations (with their respective reference) must be sent with the text as separate files.
2. Illustrations must be of high quality and, rather, in colour. Only in exceptional cases, reproductions taken from other texts may be used (in which case full reference to the publication must be indicated in the caption).
3. Digital images should be supplied in high resolution, no less than 300 dpi.
4. Do not embed the images within the text and send them as separate files.
5. Whenever the dimensions of a work of art are given, height precedes length. For sculptures, give height, length and depth. The measures, separated by “×”, are given in centimetres for paintings and sculptures, in millimetres for drawings and engravings.

N- Abstract [not for books or exhibitions reviews] and email address

1. Provide an abstract in Italian of approx 2000-3000 characters, including spaces.

2. Provide an email address to be included at the end of the text. The journal email address can also be used:

riccheminere@riccheminere.org