AUTHOR GUIDELINES FOR SUBMITTING TO THE SERIES "I LIBRI DI XY", "I LIBRI DIGITALI DI XY", AND "I QUADERNI DI XY: OBIETTIVO IMMAGINE"

Please ensure that all the following guidelines are observed

REFERENCES

To ensure visual and typographical uniformity across the entire journal, all reference formatting rules – including specific punctuation and the use of quotation marks (such as guillemets « ») – must be strictly followed, regardless of the standard conventions of the language in which the paper is written.

Entries in the reference list should be arranged alphabetically by the author's surname. Where two or more works by the same author are cited, they should be listed in chronological order, beginning with the earliest publication.

References should be cited in the language in which the work was originally published. Editorial designations (e.g. edited by, translated by) should not be translated. For bilingual publications (e.g. conference proceedings), authors may cite either the original-language edition or the language of the editors, whichever is more appropriate.

In English-language titles, use Title Case (i.e. capitalise all principal words, but not articles, coordinating conjunctions, or prepositions).

The reference list should follow the conventions set out below, regardless of the typography used on title pages or colophons (e.g. italics or capitalisation).

Monographs and Edited Volumes

References should be formatted in the following order.

- Author's or editor's surname in small capitals, followed by the initial(s) of the given name.

  Where there are multiple authors, separate the names with commas. If a publication has more than seven authors, list the first seven followed by 'et al.' (Casartelli, Luce, Massari, Parrilli, Pellegatta, Vitale, Volpi et al. 2016).

  For edited volumes, insert 'ed.' after the editor's name, or eds (without a dot) for multiple editors. If the editor is responsible for a later edition rather than the original publication, the editorial attribution should follow the title (…, ed. C. Volpi).

  A hyphen should be used only where it forms part of a compound given name (e.g. J.-J. for Jean-Jacques or Jean-Louis). It should not be used to separate independent initials, which should appear without spaces (Massari G.A.).

  Anonymous works should be cited under the title alone, in italics.

- Year of publication in round brackets.

  Where relevant, the year of the first edition should be given in square brackets immediately before the year of the edition consulted.

- Title of the work in italics.

  Words appearing in italics on the original title page should be set in roman type in the reference.

  Titles in languages other than English should follow the capitalisation and punctuation conventions of the original language.

  Multi-volume works should indicate either the total number of volumes (3 vols) or, where only one volume is cited, the relevant volume number in Roman numerals, without the abbreviation 'vol'.

  For works originally published in another language, the translation (if available) may be added after a semicolon (…; Spanish trans. or Spanish trans. by G.A. Massari).

  Where both the original edition and a later edition are cited, the later edition should follow the original after a semicolon, without repeating the author's name; in this case, the year should follow the publisher.

- Place of publication (in the language of the publisher's nationality), followed by the publisher.

Use a hyphen (-) to separate multiple places of publication (e.g. Roma-Bari, Laterza). Where two publishers are listed, separate them with a spaced hyphen (Il Poligrafo - Università Iuav).

- Series title, where applicable.

  This should appear at the end of the reference, enclosed in parentheses and double quotation marks, followed by the series number in Arabic numerals ("Biblioteca di arte", 7).

- Where available, the DOI should be given at the end of the reference (DOI: https://doi.org/10.15168/xy.v9i15.).

Examples

DE RUBERTIS R. (2013), *I ventiquattro luoghi dell'architettura*, Napoli, Edizioni Scientifiche e Artistiche.

CAFIERO G., FLORA N., GIARDIELLO P., a cura di (2020), *Costruire l'abitare contemporaneo*, Padova, Il Poligrafo.

BENVENISTE E. (2001), *Il vocabolario delle istituzioni indoeuropee*, 2 voll., Torino, Einaudi.

LAKOFF G., JOHNSON M. (1980), *Metaphors We Live By*, Chicago, University of Chicago Press.

GARDNER H. (2024), *The Essential Howard Gardner on Education*, New York, Columbia University, Teacher College Press.

ABBOTT E.A. ([1884] 2008), *Flatland: A Romance of Many Dimensions*, Oxford, Basil Blackwell; Italian edition with facing English text edited by M. Emmer, *Flatlandia. Un'avventura di molte dimensioni*, Torino, Bollati Boringhieri (with the animated film *Flatlandia*, 1990*,* DVD, 25').

CARRATURO A. ([1784] 1986), *Stato attuale della città di Cava del 1784*, a cura di S. Milano, Cava de' Tirreni, Avagliano.

Contribution in an Edited Volume

References to chapters or contributions in edited volumes should be formatted in the following order.

- Author's surname in small capitals, followed by the initial(s) of the given name.
  Where there are multiple authors, separate the names with commas.

- Year of publication in round brackets.

- Title of the chapter or contribution in italics, without quotation marks.

- After the title and the comma, insert 'in', followed by the editor's or editors' name(s) in small capitals, the initial(s) of the given name, and 'ed.' or 'eds', as appropriate.

- Full title of the edited volume in italics.

- Place of publication (in the original language), followed by the publisher.

- Series title, where applicable (see Monographs and Edited Volumes).

- Inclusive page numbers of the chapter, introduced by 'pp.' and separated by a hyphen.

Unless otherwise specified, all the conventions given above for monographs and edited volumes also apply.

Examples

DE RUBERTIS R. (2010), *Architettura e adattamentismo*, in MASSARI G.A., a cura di, *Tempo forma immagine dell'architettura. Scritti in onore di Vittorio Ugo con due suoi testi inediti*, Roma, Officina Edizioni ("I libri di XY", 16), pp. 85-92.

Dictionary or Encyclopedia Entry

- Any editorial attribution and/or translator should be given after the title of the dictionary.

- Where the dictionary (or the encyclopedia) consists of more than one volume, indicate the relevant volume number after the publisher, using Arabic numerals, without the abbreviation 'vol.'.

Examples

QUATRÈMERE DE QUINCY A.C. (1842), *Disegnare*, in *Dizionario storico di architettura*, first Italian translation by A. Mainardi, Mantova, Editori Fratelli Negretti, 1, pp. 581-582.

Conference Proceedings and Exhibition Catalogues

After the title of the volume, specify whether it is 'conference proceedings' (or proceedings of a symposium, seminar, conference, etc.) or an 'exhibition catalogue'. This should be followed, in round brackets, by the conference or exhibition venue and date(s).

All the conventions given above for monographs and edited volumes also apply.

Examples

MASSARI G.A. (2008), *Per un ripensamento delle idee di icona e di modello*, in QUICI F., a cura di, *Idee per la rappresentazione*, conference proceedings (Roma, 14 September 2007), Roma, Form.Act, pp. 50-60.

CIMORELLI D. (2016), *Rivoluzione Seneca*, in OSSANNA CAVADINI N., CIMORELLI D., MAZZA M., SANSONE L., a cura di, *Federico Seneca (1891-1976). Segno e forma nella pubblicità*, exhibition catalogue (Chiasso, 9 October 2016 - 22 January 2017, Perugia, 12 March - 4 June 2017, Fano, 14 July - 24 September 2017, Treviso, 3 February - 3 June 2018), Cinisello Balsamo, Silvana Editoriale, pp. 20-31.

Journal Paper (Magazine or Newspaper)

The citation should be structured in the following order.

- The author's surname in small capitals, followed by the initial of the first name with a full stop.
  In the case of multiple authors, use a comma to separate them.
  If the article has no author, the title should be given directly in italics; if the author is not stated but is nonetheless known, the name should be given in square brackets before the title.
- Year of publication in round brackets.
- Title of the contribution in italics, without quotation marks.
- Title of the periodical in guillemets («»), without 'in' before it, followed by the year/volume (number only, if given), the issue number, and the relevant page range.
- The title of the monographic issue, if any, must be indicated in round brackets and quotation marks, after the issue number.
- After the closing full stop, the DOI, if available, should be given (DOI: https://doi.org/10.15168/xy.v9i15.3357.).

For journals published in multiple series, the series number (s. III) or 'n.s.' should be given after the journal title.

For foreign periodicals, all details should be given in the original language; in English, months should be capitalised.

For reviews, if the review itself has no title, the author's name should be followed by [review of] in square brackets, followed by the title of the work under review.

Examples

UGO V. (1989), *Rappresentare/costruire*, «XY dimensioni del disegno», 10, pp. 77-86.

SCHLEGEL V. (1883), *Theorie der homogen zusammengesetzten raumgebilde*, «Nova Acta der Ksl. Leop.-Carol. Deutschen Akademie der Naturforscher», 44, 4, pp. 341-459 (plus tables XIV-XXII). https://play.google.com/books/reader?id=4H3mAAAAMAAJ&pg=GBS.PT15&hl=it (last access 15-5-26).

STRINGHAM W.I. (1880), *Regular Figures in n-Dimensional Space*, «American Journal of Mathematics», 3, 1, pp.1-14. DOI: https://doi.org/10.2307/2369441.

FOSSA MARGUTTI F., a cura di (2026), *La dimensione di Flatlandia, intervista a Michele Emmer*, «Rivista La Biennale di Venezia», 2 ("Emisferi/Hemispheres"), pp. 186-195.

UGO V. (1989), *Rappresentare/costruire*, «Corriere della Sera», 24 October 1989, p. 3.

UGO V. (1989), *Rappresentare/costruire*, «La Lettura», Sunday insert of «Corriere della Sera», 24 October 1989, p. 14.

Websites

The following should be given, in order: the title of the web page in italics, the web address, and, in round brackets, the date it was last accessed.

Examples

XYdigitale, https://www.xydigitale.it (last access d/m/yyyy).

CAPTIONS

Captions must be preceded by the word 'Figure' and the relevant number; they must be listed in progressive

order in accordance with these editorial guidelines.

If a single caption refers to more than one image, 'Figures' is followed by the numbers separated by commas (Figures 1, 2 or Figures 3, 7, 13) or by a dash to indicate a range (Figures 1-5).

For paintings or drawings, the caption should be composed as follows: the artist's forename and surname in roman type, the title of the work in italics (only if known; in roman type if it is a generic description), date, medium and dimensions (if known), city, holding institution (where relevant, also the fonds, collection, inventory number, etc.), bibliographic source (short or in full, see below) or web source.

For photographs of buildings, the caption should be composed as follows: the architect's forename and surname in roman type, the name of the work in roman type, location, date of construction, photographic credits (if different from the author of the essay), or bibliographic or web source.

Tables should be treated as figures, included within the overall numbering of figures, and accompanied by a brief description, as well as the bibliographic source, if any.

Where a bibliographic source is given, the reference can be handled in one of two ways. If the source does not appear in the References, it should be cited in full according to these editorial guidelines, including the page number of the image, preceded by a full stop and 'From'. If the source does appear in the References, it should be given with the author's surname, the year of publication, and the page number after a colon, all in round brackets (VITALE 1999: 101, cf. the References cited in the notes to the text).

Where a web source is not included in the References, the reference should be given following the guidelines for websites, preceded by a full stop and 'From'; if the web source is already in the References, the title should be given in round brackets followed by the date of last access.

If the images are the author's own, no credit need be given. If, however, the images are protected by the copyright of institutions or individuals, the caption must close with the correct attribution, preceded by the symbol ©.

Captions may also include, at the end, brief descriptions or comments.

Examples

Figure 1
Lucio Saffaro, *Opus CLXVIII*, 1971, oil on canvas, 30 x 40 cm, Bologna, Lucio Saffaro Foundation.

Figure 2
Seated scribe with raised knee (part of a statuette with the god Thoth), 1391-1353 B.C., alabaster, 26.3 x 20.3 x 9.2 cm, Paris, Louvre (no. E 11153).

Figure 3
George Grosz, *Metropolis*, 1916-1917, oil on canvas, 100 x 102 cm. From *Biografieonline*, https://cultura.biografieonline.it/metropolis-quadro-grosz/ (last access 27/1/2023).

Figure 4
Tube map, 2016. © Transport for London.

Figure 5
Kohei Sugiura, *Soft maps*, 1968-1969 (SUGIURA 1984: 46).

Figure 6
Campo delle Pietre d'Italia, detail photograph of the completed flooring, 2018, Redipuglia. © Paolo Marcoaldi.

Figure 7
Examples of textile weave structures shown graphically using the 'point paper' method. From MARTIN C. (2005), *Weaving, methods, patterns and tradition of the oldest art*, New York, Walker & Company, p. 54.

TEXT

Quotations

Quotations should be placed between double quotation marks (“ ”), not in italics; any omissions should be indicated with three suspension points in square brackets, and any additions to the original wording should likewise be placed in square brackets. Square brackets containing suspension points should never be placed immediately next to the quotation marks, at the beginning or end of the quotation.

Quotations must always be given in the language of the text in which they appear; authors may choose to give the quotation in its original language, in roman type and in quotation marks, in a footnote, if that language is other than English.

Bibliographic References

Bibliographic references without commentary should be inserted in the text in round brackets, giving the author's surname and the year of publication (Pellegatta 2025); in the case of multiple authors, use a comma (Massari, Pellegatta 2005): if there are more than three authors, cite the first three followed by 'et al.' (Luce, Massari, Pellegatta et al. 2001).

References that follow a quotation must always include the page number of the quotation, after a colon (Massari 2003: 14-15); the author's surname should always be given, even where it already appears in the text, before or after the quotation; the surname should be repeated if two works by the same author are cited (Sacco 2002; Sacco 2014).

Where two authors share the same surname, the author's forename initial should be added.

The first edition of a volume should be given in square brackets, before the year of the edition being used (Massari [2002] 2016: 289).

References to publications by the same author published in the same year should be distinguished using consecutive letters of the alphabet placed after the date (Pellegatta 2015a).

For references without an author, the title (or the beginning of the title), in italics, and the year should be given in round brackets.

References to Figures

Cross-references to illustrations should be given in round brackets, as follows.

(fig. 1)

(figs 1, 3): where the reference is to illustrations 1 and 3

(figs 1-3): where the reference is to all illustrations from 1 to 3 inclusive

(fig. 1; figs 4-7; …): where the reference is to two or more sets of images

If, in the text, a reference to an illustration follows a bibliographic reference, it should be inserted within the same brackets, separated by a semicolon (Massari 2019: 34; fig. 3).

Notes

Notes should be generated automatically at the end of the text; numbering must be progressive, starting from 1; the note reference in the text should be given as an Arabic numeral in superscript, without brackets, placed within the punctuation.

All bibliographic references must be included in the References section and may also be cited in the notes.

Bibliographic references accompanied by a preceding or following comment should be given with the author's surname in round brackets, followed by the year of publication (cf. Captions), and, where relevant, the page number after the year, preceded by a colon (MASSARI 2001: 185).

Infra and *supra* may be used to refer forward or back within the text. For repeated citations of the same source, use *ibid*. alone where the source and page are identical to the previous note, or *ibid*., followed by the new page number, where the source is the same but the page differs.

STYLE GUIDE

Capital Initials

Official names of States and their institutions, as well as the official names of governmental, judicial, and administrative bodies (the State of California; the Ministry of Foreign Affairs).

Official names of organisations, political parties, companies and professional practices, institutions and academic departments, particularly where these are commonly associated with acronyms (Soprintendenza Speciale Archeologia Belle Arti e Paesaggio di Roma – SSABAP Roma).

Official names of schools, associations, theatres, hospitals, etc. (Liceo Classico Dante Alighieri).

The titles of university courses and doctoral programs (History of Modern Architecture, PhD in Architecture, Theory and Design).
The information on conferences and seminars (46th International Conference of Teachers of Representation Disciplines).
The titles of awards, without quotation marks (Non-Aligned Points Award).
Proper names of artistic, literary, and intellectual movements, but not the people associated with them (Art Nouveau, Cubism / cubists, Futurism / futurists, Vienna Circle, Liberty Style, the Enlightenment).
Official names of public holidays and festivals.
The names of peoples, whether ancient, extinct or still existing, and all demonyms and nationalities (the Etruscans, the Gauls, the French, the Japanese).
Names of historical periods and events, as well as epithets and nicknames of well-known figures (Second World War, Richard the Lionheart).
Centuries, decades and historical periods when conventionally capitalised (the Thirties, the Twentieth Century).
Cardinal points and related nouns only when they designate a specific geographical region (Northern Italy, the West), not when used generically (he drove south).
Terms such as Lake, Mount, Sea, etc., when they form an inseparable part of a geographical name (Lake Como, Lamalunga Cave, Altamura Man).
Terms such as street, square, palace, theatre, etc., when they form an integral part of a proper name, including when given in a foreign language and left untranslated (Piazza San Marco, Via Appia).
Proper names of buildings, districts, monuments, and artefacts.
The names of operating systems and software packages (e.g. Windows, Twinmotion, WebVR, Computer-Aided Design – CAD).
The genus in the scientific (binomial) nomenclature of the natural sciences (*Homo sapiens*), always in italics.
All principal words in titles of works, papers and publications (title case), i.e. all words except articles, coordinating conjunctions and short prepositions.
The days of the week and the months of the year, always, in every context.

Lower Case
The words ‘state’ and ‘government’ (and similar terms for public bodies) when used generically, abstractly or in the plural, rather than as part of an official proper name (the separation of church and state; the role of the state in the economy; member states of the EU; the government raised taxes; governments around the world reacted differently).
Civil, honorific, noble, academic, professional, religious, or military titles, when used generically or following a person’s name (a professor, the president said); capitalised only when immediately preceding a name as part of it (Professor Smith, President Biden).
Generic references to schools, associations, theatres, etc.
Military corps and ranks, when used generically (the general, the navy); capitalised when part of an official proper name (the Royal Navy) or immediately preceding a name (General Smith).
The word ‘saint’, when used generically and not referring to a specific canonised figure or forming part of a proper name.
Terms such as lake, mount, sea, etc., when used generically or when they can be omitted; the word ‘capital’ used in place of a proper city name.
Terms such as street, square, palace, theatre, etc., when used generically.
The species epithet in binomial nomenclature in the natural sciences, always in italics (*Homo sapiens*).

Bold type and underlining should never be used in the main text.

Italics
Proper names of aircraft, ships, and military divisions.
Titles of books, essays, poems, and short stories.
Titles of works of art and design (*Enigma* System).
Titles of films, radio programmes and television programmes.
Titles of exhibitions, lectures and conference papers.
Titles of competitions, research projects and exhibitions when they constitute official titles (*Fuori dall’ombra* research project), but not when used descriptively (museum display and enhancement project for the Baths of Caracalla).
Words or expressions in languages other than English that have not been fully assimilated into standard English

usage. Any punctuation immediately following an italicised word should remain in roman type. Words written in Greek script should not be italicised.
Words or expressions set in italics should not be enclosed in quotation marks.
Musical notes with a capital letter (*Do*, *Re*, *Mi*, *Fa*, *Sol*, *La*, *Si*).
The Latin abbreviations *ibid*., *supra*, and *infra*, when used for internal cross-references (cf. *supra*, note 7).

Measurements and Units
Measured quantities consist of a numerical value and a unit of measurement: they are always expressed in figures, and the numerical value precedes the corresponding symbol, which is never followed by a full stop (30 cm, 3 kg). When several consecutive numerical values refer to the same unit of measurement, the unit may be given only once (29.7 x 21 cm, 10-15 kg).
Decimals are marked with a full stop, not a comma (29.7, not 29,7).

In low quotation marks or guillemets (« »)
Titles of journals and newspapers.

Double Quotation Marks (“ ”)
Quotations.
Direct speech.
The names of book series, and the titles of chapters and/or sections of books and/or essays.
The full stop is placed outside the closing quotation mark, even where a question mark or exclamation mark already appears within it.

Single Quotation Marks (‘ ’)
Quotations within quotations that are already in double quotation marks.
Words used ironically or independently of their literal meaning.
Words conveying specific concepts.
Colloquial words to which particular emphasis is given.
Figurative or slang expressions.
Words or terms referred to as such.
The use of quotation marks for emphasis should be kept to a strict minimum.
The single curly, typographic apostrophe (’) is used for what is indicated above and for contractions and possessives, never the straight vertical mark. The straight prime mark (') is used only to indicate feet or minutes of arc; the double prime (") only for inches or seconds of arc.

Dashes and Hyphens
Use a hyphen (-) without spaces:
- in compound words where appropriate;
- in compound personal names (Jean-Jacques);
- for page ranges, date ranges and other numerical spans (pp. 256-260; 1850-1856).

Use an en dash (–) with a space on either side for parenthetical elements within a sentence.

Dates
Dates are given with the day in Arabic numerals, the month in words, and the year in Arabic numerals, in that order, with no comma (9 July 2026).
The year should always be written in full (1954, not ’54; 1975-1978, not 1975-78).
Centuries should be expressed either in words (the fifteenth century) or with Arabic ordinals (15th century), not in Roman numerals.
Decades should be written in numerals, with no apostrophe (the 1930s); the word form, if used, takes a capital initial (the Thirties).

Acronyms and Initialisms
Acronyms and initialisms should be written without full stops (UID, not U.I.D.). If applicable, they follow the corresponding extended version after the middle dash (Unione Italiana Disegno – UID; see words with capital letters).
At first occurrence, spell out the full name followed by the acronym in parentheses, or vice versa, provided the usage is consistent throughout the article.

The acronym alone may then be used throughout the rest of the text.

Most Common Abbreviations

AD	Anno Domini
app.	appendix
art./arts	article/articles
BC	Before Christ
c.	circa
cat.	catalogue
cat. no.	catalogue number
cf.	compare
ch./chs	chapter/chapters
col./cols	column/columns
ed.	edition; editor (according to context)
eds	editors
e.g.	for example
etc.	et cetera
fig./figs	figure/figures
fn./fns	footnote/footnotes
fol./fols	folio/folios
i.e.	that is
ibid.	in the same place (may be followed by a new page number if different: *ibid*., p. 15)
ill./ills	illustration/illustrations
infra	below (internal cross-reference)
inv. no.	inventory number
kg	kilogram(s)
l./ll.	line/lines
L	litre(s) (capitalised)
MS/MSS	manuscript/manuscripts (capitalised)
n.d.	no date of publication
n.s.	new series
no./nos.	number/numbers
p./pp.	page/pages
para./paras	paragraph/paragraphs
pl./pls	plate/plates
pt./pts	part/parts
r	*recto*
repr.	reprint; reprinted edition
rev. ed.	revised edition
s.l.	no place of publication (*sine loco*)
s.v.	sub verbo
sec./secs.	section/sections
supp.	supplement
supra	above (internal cross-reference)
tab./tabs	table/tables
trans.	translation; translated by
v	*verso*
versus	vs
viz.	*videlicet*, namely
vol./vols	volume/volumes