

## Guidelines for Authors

*Salesianum* publishes previously unpublished studies of significant scientific relevance, that provide original contributions in the fields of study at the Salesian Pontifical University, with a special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.

*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, footnotes and abstracts): 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.  
Contributions can be written in Italian, English, French, Spanish, German.

### A. Procedure for Submitting Contributions

1. The author who sends a contribution to *Salesianum* guarantees that:
  - the contribution sent is entirely unpublished and original by the author;
  - the study is not presented at the same time to other journals;
  - is aware of the Journal's *Code of Ethics*, which he/she undertakes to observe in its entirety;
  - there are no conflicts of interest that could influence the supported theses or the interpretations proposed;
  - if the contribution is accepted, the author will commit to publishing it in *Salesianum*;
  - knows and accepts the *Publication and Self-archiving Policy* of *Salesianum*, and undertakes to respect it in full, even after the contribution is published, respecting in particular the Journal's embargo period.
2. The text must be sent to **salesianum@unisal.it** and must have the following characteristics:
  - Word file in .doc or .docx format;
  - the version submitted should be considered *definitive* for the author, linguistically unimpeachable and in full compliance with the *Guidelines for Authors*;
  - the extension of the contribution is in accordance with the corresponding section.
3. Together with the text, the author is requested to send:
  - 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;
  - A list of five keywords, written both in English and in the language 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*.

## B. Procedure for Evaluating the Contributions

1. The contributions sent are subjected to a preliminary evaluation by the Editorial Board, to ascertain their actual scientific relevance and full correspondence to the characteristics requested by *Salesianum*.

2. The contributions judged suitable – intended for the *Studia* or *Commentaria* sections – are subsequently subjected to the *Double-Blind Peer Review* process, the outcome of which will be communicated within 90 days of submission. The Editorial Board will only admit to the referral process those contributions that fully comply with the indicated characteristics.

In case, the contribution is not accepted for the referral process, the author will be communicated within 30 days of submission.

3. The reviewers (*referees*) are chosen by the Editorial Board from among scholars of recognized competence, guaranteeing anonymity, autonomy of judgement and the absence of conflicts of interest, in accordance with what is indicated in the *Code of Ethics* of *Salesianum*.

4. The overall evaluation of the reviewers will be briefly communicated to the author of the text. It may conclude with the following results:

- **Publishable** without particular observations, or with minimal corrections
- **Publishable under the condition** of making changes explicitly requested by the reviewers are made
- **Not publishable** as it does not conform to the standards of the Journal

5. The Editorial Board reserves the right to request any reduction in the extension of the contributions, or further modifications thereof, in accordance with the sections of the Journal to which the contributions are addressed. The refereeing service is suspended during the month of August.

6. If the contribution has been approved for publication, the author is asked to prepare the final version (*Accept version / Post-print version*), which must take into account the reviewers' comments.

In the case of binding observations for publication, the author can accompany the final text with short note, prepared on a separate file, which indicates the changes or additions made.

7. The publication time is set by the Editorial Board and is communicated approximately to the author, once the contribution has been approved.

Closer to publication, the Editorial Board will send the author a draft of his/her contribution (digital version in PDF format), on which the author can indicate typos or small corrections to be made.

8. For contributions published in the *Studia* or *Commentaria* sections, the author will receive the PDF file of his contribution (*Published version*), together with a hard copy of the current issue.

As indicated in the *Self-archiving Policy* of *Salesianum*, the final digital version (*Published version*) is granted for personal use only, unless the contribution is published in *open access* format.

## 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 umana, 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 2014<sup>7</sup>.

### *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.

#### *Ecclesial Documents*

The title of the document must be written in *italics*, indicating only the first word in capital letters, unless the title itself requires otherwise. In the first citation, also indicate the kind of document (in round font), and possibly the source from which is taken (preferably AAS, *Enchiridion Vaticanum* and *Insegnamenti dei Pontefici*; not websites, unless the text is published only there).

The use of abbreviations (in *italics*) is permitted, provided that the title of the document is indicated in full the first time. Unless otherwise stated, the following number refers to the internal numbering of the document, without n. / nn.

- Eg. JOHN PAUL II, Encyclical Letter *Fides et ratio* (14 September 1998), 73, in AAS 91 (1999) 5-88 [= *FR*].

Following times: *FR* 74.

#### *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 | AUTHORS' 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 indented 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. «...».<sup>5</sup>

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. The author who sends a review to *Salesianum* guarantees that:

- the review submitted is entirely unpublished and original by the author;
- the review is not presented at the same time to other journals;
- is aware of the journal's *Code of Ethics*, which he/she undertakes to observe in its entirety;
- there are no conflicts of interest or professional relationship with the author of the reviewed text, such as to influence the supported theses or the interpretations proposed;
- if the review is accepted, the author will commit to publishing it in *Salesianum*;
- knows and accepts the *Publication and Self-archiving Policy* of *Salesianum*, and undertakes to respect it in full;
- agrees that his/her review, if accepted, will be published in *open access* mode.

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. The text must be sent to **salesianum@unisal.it** and must have the following characteristics:

- Word file in .doc or .docx format;
- the version submitted should be considered *definitive* for the author, linguistically unimpeachable and in full compliance with the *Guidelines for Authors*;
- the extension of the contribution is in accordance with what is indicated (7,000 – 10,000 characters including spaces);
- the text must also contain the complete indication of the author's academic position, his/her university affiliation, together with e-mail address.

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.

6. Publication times are set by the Editorial Board. The proof-reading of the reviews is handled by the Editorial Board.

Once published, the author of the review will receive a PDF file of his/her contribution. *Salesianum* publishes all reviews in *open access* mode.

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, please follow this model:

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 the review]

[name and surname of the author of the review, university affiliation, e-mail address]

  

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