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BYZANTINE STUDIES OF VENICE
“THESAURISMATA”

The articles submitted for publishing must be written according to accepted scientific standards; they **must be original** and should not have been submitted to other publications. Furthermore, authors and researchers must present their results clearly, honestly, without fabricating, falsifying or manipulating, in any way, the research data on which their work is based.¹ Authors and researchers must comply with the publication requirements as stressed here.

The articles can be submitted in Greek, English, French, Italian, Spanish or German. The authors of the texts published in *Thesaurismata* are considered to have assigned **the exclusive rights to the Greek Institute**. Articles are not paid. All articles are submitted to **the judgment of a Scientific Committee, headed by the President of the Hellenic Institute** of Byzantine & Post-Byzantine Studies in Venice.

All articles must be submitted exclusively to the email address pubblicazioni@istitutoellenico.org

Once their text has been selected for publication, the authors will be notified electronically of the details of the publication in the relevant volume. Any communication regarding the *Thesaurismata* will be made **exclusively** through the email address written above.

The editors of the publication will inform the authors about the final correction of their text for publication, which will be done **only once**, in *pdf* format. The pdf files of each article contained in the *Thesaurismata* volume, with the bibliographic reference and the ISBN of the publication will be sent to the authors at the end of the procedure and can be **freely distributed** by them.

¹ See Wager E & Kleinert S (2011) Responsible research publication: international standards for authors. A position statement developed at the 2nd World Conference on Research Integrity, Singapore, July 22-24, 2010. Chapter 50 in: Mayer T & Steneck N (eds) Promoting Research Integrity in a Global Environment. Imperial College Press / World Scientific Publishing, Singapore (pp 309-16). (ISBN 978-981-4340-97-7)

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Publication Norms *

* Examples of references can be found in the bulletin of the Greek Institute of Byzantine and post-Byzantine Studies, *Thesaurismata*.

GENERAL INSTRUCTIONS:

The texts can, in principle, have a length of up to **twenty-five (25) pages** (spacing 1.5 cm, margin 3 cm). However, exceptionally and following relevant decision of the Scientific Committee, more extended texts could be accepted to be published.

Each paper must be accompanied by a **summary of 150 to 300 words**, as follows: for texts in Greek, the abstract must be in English and / or Italian, and for texts in Italian or other languages, the abstract must be in English or / and Greek language.

Each text can be accompanied by up to five (10) black and white image files, with their captions.

The formatting of the footnotes must follow the instructions, as specified below.

PARTICULARLY:

- 1.** The texts of the articles must be submitted in electronic Microsoft Word document format (.doc or .docx).
- 2.** Prefer a familiar font (eg Calibri, Times New Roman), with eye 12' and for the footnotes with eye 10'. Avoid spelling in your text, as pagination problems can occur.
- 3.** As long as your text is written or contains sections written in a polytone system, please send a pdf version of it (save a copy of your Word file in pdf format as well).

4. The photos are sent both within the text, where they should be located, and in specific files, with a *.tiff* extension. Attach a list of your photos with their captions in another file, to avoid mistakes.

5. Footnotes are placed at the bottom of each page, numbered progressively. The numbers of the footnotes must appear in the text after the punctuation mark.

6. The surname of the author or curator of the work is written in upright characters at the beginning of the citation: the full name, if it is a woman and only its first letter, if it regards a man.

M. Romani, *Storia economica d' Italia nel secolo XIX (1815-1882)*, Bologna 1982.

Angeliki E. Laiou, *Mariage, amour et parenté à Byzance aux XIe-XIIIe siècles*, Paris 1992.

E. Sori (επιμ.), *Demografia storica*, Bologna 1975.

G. Sansonetti (a cura di), *Scritti kantiani di F. H. Jacobi*, Brescia 1992.

Angeliki E. Laiou, (ed.), *The Economic History of Byzantium from the Seventh through the Fifteenth Century*, Washington DC 2002.

7. The title of the book (if it is a monograph, a collective volume, conference proceedings or a journal) is written in italics. The title of the essay included in the journal or in the collective volume is written in quotation marks («.....»).

Angeliki E. Laiou, *Mariage, amour et parenté à Byzance aux XIe-XIIIe siècles*, Paris 1992, p. 21.

Studi veneti offerti a Gaetano Cozzi, a cura di G. Benzoni, Vicenza 1992.

Serena Pollastri, «Il mercato dei tessuti a Creta alla fine del XIV secolo», *Thesaurismata* 35 (2005), 105-128.

A. Trampus, «Passarowitz, la pace con i Turchi e il nuovo concetto di guerra giusta tra dominio sull'Adriatico e Stato da mar Venezia e il suo Stato da Mar», *Venezia e il suo Stato da Mar. Atti del 6o Convegno Internazionale* (Venezia, 22-24 febbraio 2018), a cura di Ester Capuzzo e B. Crevato-Selvaggi, Roma 2019, pp. 181-185.

8. The abbreviation p. / pp. in front of the number of the pages is written only for pages in a monograph and in a collective volume while it is omitted in journal articles.

Angeliki E. Laiou, *Mariage, amour et parenté à Byzance aux XIe–XIIIe siècles*, Paris 1992, p. 21.

A. Trampus, «Passarowitz, la pace con i Turchi e il nuovo concetto di guerra giusta tra dominio sull'Adriatico e Stato da mar Venezia e il suo Stato da Mar», *Venezia e il suo Stato da Mar. Atti del 6o Convegno Internazionale* (Venezia, 22-24 febbraio 2018), a cura di Ester Capuzzo e B. Crevato-Selvaggi, Roma 2019, pp. 181-185.

Serena Pollastri, «Il mercato dei tessuti a Creta alla fine del XIV secolo», *Thesaurismata* 35 (2005), 105-128.

9. The publication series is written in square brackets and put before the place of publication. The place of publication is translated into the language of the article.

E.g. Anyone who writes in English and refers to a work published abroad, should write in English the place of publication (unless the form is not used).

Maria Tziatzi-Papagianni (ed.), *Theodori Metropolitanæ Cyzici Epistulae. Accedunt epistulae mutuae Constantini Porphyrogeniti* [Corpus Fontium Historiae Byzantinae - Series Berolinensis 48], Berlin-Boston 2012, p. 212.

Angeliki E. Laiou, *Mariage, amour et parenté à Byzance aux XIe–XIIIe siècles*, Paris 1992, p. 21.

A. Trampus, «Passarowitz, la pace con i Turchi e il nuovo concetto di guerra giusta tra dominio sull'Adriatico e Stato da mar Venezia e il suo Stato da Mar», *Venezia e il suo Stato da Mar. Atti del 6o Convegno Internazionale* (Venezia, 22-24 febbraio 2018), a cura di Ester Capuzzo e Bruno Crevato-Selvaggi, Rome 2019, pp. 181-185.

10. The reference to the following is repeated with the indication *ibid.* when we make an identical reference (on the same page or paragraph as the previous footnote) and *ivi* when we make a reference identical to the previous footnote, but on different pages or paragraphs.

Serena Pollastri, «Il mercato dei tessuti a Creta alla fine del XIV secolo», *Thesaurismata* 35 (2005), 105-106.

Ibid.

Ivi, 123.

FOR ARCHIVAL REFERENCES:

The name of the archival entity is preceded, followed by the archival series, the folio, and the date of the document. Mutatis mutandis, for a codex the reference style remains the same.

Archivio di Stato di Venezia, *Notai di Candia*, b. 10, f. 24r (23 gennaio 1463) **or** ff. 24r-25v (23 January 1463).

Archivio di Stato di Venezia, *Miscellanea Atti Diplomatici e Privati*, reg. 10, f. 2r (5 November 1390) **or** ff. 2r-15r (5-28 November 1390).

Biblioteca Nazionale Marciana, *Tractatus clarissimi philosophi et medici*, f. 34r (1474).

(for an article in Italian) Biblioteca Nazionale Marciana, *Tractatus clarissimi philosophi et medici*, f. 34r (1474).

(for an article in English) National Library of St Mark, *Tractatus clarissimi philosophi et medici*, f. 34r (1474).

Indication for abbreviation of archival entity in a reference:

Archivio di Stato di Venezia (d'ora in poi A.S.V.), *Senato*, Mar, reg. 4, ff. 2r-5v (5 maggio 1454).

Biblioteca Nazionale Marciana, (d'ora in poi B.N.M.), *Tractatus clarissimi philosophi et medici*, f. 34r (1474).