

Guidelines

General guidelines:

1. Documents must be in Microsoft Word format (file extension ".doc" or ".docx").
2. Paper in anonymous form includes:
 - title, abstract and keywords
 - paper
 - references.
3. Authors' data must be completed.
4. Orthographic and syntactic accuracy.
5. Length: 7.000 words with footnotes and references. 1.500 words for book reviews.
6. Abstract: 150 words without italics.
7. Key words: 5 without italics.
8. Title: in small letters (optionally subtitle).
9. Page lay-out
 - *Page size*: A4.
 - *Margins*: top 2,5 cm; bottom 2 cm; right 2 cm; left 2 cm.
 - *Text*: Corbel 11, single space, single-column.
 - *Title of the paper and author*: Corbel 14 for the title, Corbel 12 for the author.
 - *Footnotes*: Corbel 9, single space. Use Arabic numerals.
 - *Format*: justified text. No first line indents.
 - *Title paragraphs*: use bold type and italics. Use Arabic numerals.
 - *Bold type*: only for titles (paper, paragraph and references); *italics*: foreign words or emphasis; no *underlining*.
10. Figures, tables and graphics
If authors use copyrighted material they must obtain the permission from the respective copyright holder.
Insert them :
 - in the text at the appropriate point (with a caption in Corbel 10);
 - *and* as separate attachments: ".jpeg" (figures and graphics) or ".doc" (tables).

Authors' last name separated by the symbol "&", followed by a comma and the year of publication. Everything between brackets.

- Text (Bannister & Fransella, 1986).

three to five authors

Only the first time the work is quoted indicate all the authors and the year of publication both in the text and between the brackets.

- According to Kernis, Cornell, Sun, Berry and Harlow (1993) text.
- Text (Kernis, Cornell, Sun, Berry, & Harlow, 1993).

After the first citation, indicate only the first author's name, followed by the caption "et al." both in the text and between brackets.

- Kernis et al. (1993) text
- Text (Kernis et al., 1993).

Six or more authors

Indicate only the first author's name, followed by the caption "et al." both in the text and between brackets.

- Harris et al. (2001) text
- Text (Harris et al., 2001).

Two or more works cited in the same bracket

In this case the quotation have to be separated with a semi-colon ";":

- Text (Kelly, 1995; Bannister & Fransella, 1986).

Authors with the same last name

To prevent confusion, it is recommended to use first initials with the last names:

- Text (E. Johnson, 2001; L. Johnson, 1998).

Two or more publications of the same author in the same year

Every work must be identified with lower-case letters in alphabetical order; they will be also used in the reference list:

- Green (1998a) affirms that...

5. Quotations of translated authors

When a translated author is cited, the original year of publication/the year of the translated publication are both indicated:

- Neimeyer (2009/2012) text.
- text (Neimeyer, 2009/2012).

6. Same quotation

When a citation is exactly the same of the one immediately before (same author, publication, eventually same page), the following letter must be used in italics:

- Text (*ibidem*)

It can be followed by the page number only if it is different:

- Text (*ibidem*, p.14).

7. Citing a website

It is possible to cite a website indicating it between brackets:

- Text (www.icp-italia.it).

References

References must be at the end of the article and in alphabetical order. They provide the reader necessary information in order to recover the sources used in the text. In redacting references, we recommend using Refworks.

Every work cited in the article has to appear in this section; at the same time, every source written in references must be present in the text.

It is necessary to list works by the same author from the most to the least recent:

- Berndt, T. J. (1981).
Berndt, T. J. (1999).

If an author appears as unique author as well as first name of a group of authors, it is necessary to order his publications from the most to the least recent:

- Berndt, T. J. (1999).
Berndt, T. J., & Keefe, K. (1995).

If an author (or a group of authors) has published more articles in the same year, they must be put in alphabetical order according to the first letter of the title of the work. Then small letters must be put next to the year of publication in alphabetical order; they will be used also in the citations in the text:

- Berndt, T. J. (1981a).
Berndt, T. J. (1981b).

1. General instructions: the authors

Single author

Author, A. A. (year).

- Kelly, G. A. (1955).

Two authors

Author, A. A., & Author, B. B. (year).

- Bannister, D., & Fransella, F. (1986).

Three to six authors

Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., & Author, F. F., (year).

- Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (1993).

More than six authors

Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author, F. F., ... Author, X. X. (year).

- Miller, F. H., Choi, M. J., Angeli, L. L., Harland, A. A., Stamos, J. A., Thomas, S. T., ... Rubin, L. H. (2009).

2. Articles

Author, A. A., Author, B. B., & Author, C. C. (year). Title of the article. *Name of the journal*, volume number (issue number), page numbers separated by a hyphen. <http://dx.doi.org/xx.xxx/yyyy>

The DOI - Digital Object Identifier is indicated if the article has been found in online journals. If no DOI has been assigned to the article, the webpage URL of the journal in which the article appears must be indicated instead.

- Gillies, J., & Neimeyer, R. A. (2006). Loss, grief, and the search for significance: Toward a model of meaning reconstruction in bereavement. *Journal of Constructivist Psychology*, 19(1), 31-65. doi:10.1080/10720530500311182
- Dupuis, F., Johnston, K. M., Lavoie, M., Lepore, F., & Lassonde, M. (2000). Concussions in athletes produce brain dysfunction as revealed by event-related potentials. *NeuroReport*, 11(18), 4087-92. Consulted from <http://journals.lww.com/neuroreport/>

3. Books

Author, A. A. (year). *Title of the book: subtitle*. Place of publication: Publisher.

- Kelly, G. A. (1955). *The psychology of personal constructs*. New York, NY: Norton.

4. Translated books

Author, A. A. (year of translated publication). *Translated title of the book: subtitle*. (A. A. Author & B. B. Author, Tr.). Place of publication: Publisher. (Original work published year of original publication).

- Laplace, P. S. (1951). *A philosophical essay on probabilities*. (F. W. Truscott & F. L. Emory, Trad.). New York, NY: Dover. (Original work published 1814).

In the text both publishing dates have to appear: Laplace (1814/1951).

5. Not-original edition books

Author, A. A. (year of new edition). *Title of the book: subtitle* (edition number). Place of publication: Publisher.

- Kelly, G. A. (1991). *The psychology of personal constructs* (2nd ed.). London: Routledge.

6. Books without authors but with one or more editors

Editor, A. A. (Ed.). (year). *Title of the book: subtitle*. Place of publication: Publisher.

Editor, A. A., & Editor, B. B. (Eds.). (year). *Title of the book: subtitle*. Place of publication: Publisher.

- Duncan, G. J., & Brooks-Gunn, J. (Eds.). (1997). *Consequences of growing up poor*. New York, NY: Russell Sage Foundation.

7. Books with one or more editors aside from the author or the authors

Author, A. A. (year). *Title of the book: subtitle*. A. A. Editor (Ed.). Place of publication: Publisher.

- Plath, S. (2000). *The unabridged journals*. K. V. Kukil (Ed.). New York, NY: Anchor.

8. Chapter present inside a book edited by one or more editors

Author, A. A., & Author, B. B. (year). Title of the chapter. In A. A. Editor & B. B. Editor (Eds.), *Title of the book: subtitle* (pp. and chapter page numbers separated by a hyphen). Place of publication: Publisher.

- O'Neil, J. M., & Egan, J. (1992). Men's and women's gender role journeys: Metaphor for healing, transition, and transformation. In B. R. Wainrib (Ed.), *Gender issues across the life cycle* (pp. 107-123). New York, NY: Springer.

9. Paper presented in conferences, congresses, meetings

Author, A. A. (year, month). *Title of the paper*. Paper presented at name of conference/congress/meeting, City, State.

- Lanktree, C., & Briere, J. (1991, January). *Early data on the trauma symptom checklist for children (TSC-C)*. Paper presented at the meeting on the American Professional Society on the Abuse of Children, San Diego, CA.

10. Reports/Proceedings of conferences, congresses, meetings

Editor, A. A. (Ed.). (year). Proceedings from the *title of the conference/congress/meeting*. Place of publication: Publisher.

- Schnase, J. L., & Cunnius, E. L. (Eds.). (1995). Proceedings from *CSCL '95: The First International Conference on Computer Support for Collaborative Learning*. Mahwah, NJ: Erlbaum.

11. Electronic sources

If online sources are used (online journal article, e-book, online encyclopedia or dictionary, etc.) the original link must be indicated, preceded by "consulted from":

- Parker-Pope, T. (2008, May 6). Psychiatry handbook linked to drug industry. *The New York Times*. Consulted from <http://well.blogs.nytimes.com>

- De Huff, E. W. (n. d.). *Taytay's tales: Traditional Pueblo Indian tales*. Consulted from <http://digital.library.upenn.edu/women/dehuff/taytay/taytay.html>
- Feminism. (n.d.). In *Encyclopædia Britannica online*. Consulted from <http://www.britannica.com/EBchecked/topic/724633/feminism>

12. Movies, TV series

Producer, P. P. (producer), & Director, D. D. (director) [director only in movies]. (year). title of the movie or TV series. Country/City of origin: Distributor/Broadcasting company.

- Bender, L. (producer), Van Sant, G. (director). (1997). *Good Will Hunting* [movie]. United States of America: Miramax Films.
- Bellisario, D. L. (Producer). (1992). *Exciting action show* [TV serie]. Hollywood, CA: American Broadcasting Company.

13. Sitography

The eventual "Sitography" section appears after reference list. Internet websites cited in the text must be indicated in alphabetical order, based on the initial letter of the name of the website:

- www.rivistacostruttivismo.it