

Author's instructions – Submission and publication

Aims and Scope:

The *Medievalista online* Magazine publishes original texts as articles, congress communications, letters to the Director, reviews and state-of-the-art on Medieval Studies. Therefore, texts from all disciplinary areas, covering a large thematic field, as long as concerning Medieval Ages, are accepted.

The *Medievalista online* Magazine editorial policy is to alternate between issues with articles of several areas of interest, among medieval studies, and thematic issues on a particular medieval subject.

Submission:

All articles sent to *Medievalista online* will be submitted to a double / single blind refereeing system. The Editors and Advisory Board review all the other texts in order to ensure the respect for the publication and edition criteria.

The Editors will seek to inform authors about the publication as soon as possible. However, due to the refereeing system, notifications of acceptance, conditional acceptance and others, can take between 2 and 5 months.

The Editors will consider the submissions as unpublished work, also implying the agreement of exclusivity of reproduction of the texts. The Authors must obtain permission for the reproduction of illustrations and other copyright material.

All articles and other contributions should be submitted in digital form (preferably Microsoft Word), in Times New Roman, size 12 and single line spacing.

Contributions can be sent in Portuguese, English, French, German, Italian or Spanish and shall not exceed the 20 pages.

In all articles must be explicit the date of writing and the identification of the author or authors, institutional affiliation and e-mail for correspondence delivery. The articles shall also include an abstract in English, maximum 200 words, and a list of 5 keywords.

Notes and References:

Quotations in the texts body shall refer to bibliographic references on footnote. Notes can be placed among the text or at the end, before the references.

Complete references should be placed at the end of the article, following the conventional Portuguese usage, established by the **Instituto Português de Qualidade**:

Monographies:

SURNAME, first names – Title (stressed). Edition. Publication local: Editor, Year of publication. ISBN.

Parts or volumes of monographies:

SURNAME, first names – title of the volume or part. In Surname (author fo the monographie), first names (author of the monographie)- “Title of the monographie (stressed)”. Edition. Publication local: Editor, year of publication. ISBN. Localization of the monographie.

Articles of publications in series:

SURNAME, first names – Title of the article. Title of the publication in series (stressed). Publication local. ISSN. Volume, Number, Year (numeral between parenthesis), Localization of the publication.

Thesis, dissertations and other academic examinations:

SURNAME, first names – Title (stressed) Publication local: Editor, year of publication. Supplementary note (thesis of.).

Congress minutes:

The order and elements of the bibliographic reference are the same of monographies.

Electronic documents: monographies, database and softwares:

SURNAME, first names – Title (stressed) support (between brackets). Editon. Publication local: Editor, year of publication, date of update or revision. Date of view (between brackets). Availability and access. ISBN.

Articles and other contributions in electronic documents: publications in series:

SURNAME, first names – Title. Title of the publication in series (stressed) Support (between brackets). Volume, Number, Year of publication (between parenthesis), Pages. Date of update or revision. Date of view (between brackets). Availability and access. ISSN.