

EDITORIAL RULES

Paper: Prepare your manuscript as an editable Word document. Full-length articles should be between 30,000 and 50,000 characters, spaces included; the pages should be numbered. Each submission should include: the complete text, references, tables and figures; a summary or abstract of not more than 150 words; 3-6 keywords or descriptors. Please submit your paper by e-mail to: cambio@dsps.unifi.it.

Format: Make sure all the characters in the text, tables, figure legends, and references are in a single typeface and point size: 12 pt Perpetua; footnotes 10 pt Perpetua. For citations exceeding three lines a separate paragraph must be used. Margins should be at least 1.5 inches on sides, typed in Perpetua 10, no first-line, without opening or closing quotation marks.

Footnotes: Limited use. The note should be placed at the bottom of the page that contains the reference. Footnotes should be numbered consecutively.

Maps, tables and diagrams should not be included in the text file but supplied in a separate file. The positioning of maps, tables and diagrams should be clearly marked (e.g. Fig. 3.3, Tab. 4.5) and should be numbered consecutively in the order in which they appear in the text and must include table titles. Tables will appear in the published article in the order in which they are numbered initially. All artwork (graphs, figures, diagrams, etc.) must be provided by authors in electronic format, as high-resolution (300 dpi) tif, eps, ps or jpg files.

Biography: Attach a short biography (5 to 10 lines) with your institutional affiliation, the themes of your research, projects you are currently involved in, and your last/main publications.

References in the text:

- * References should include only the author's name and the year of publication: ex. (Rossi 2007).
- * In other cases, references should include the author's name, the year of publication, and the page reference immediately after the quoted material: e.g. «Così è se vi pare» (Pirandello 1917: 1) or: (Pirandello 1917: 1-10).
- * Where there are two or more works by one author in the same year, they must be distinguished as 1991a, 1991b... etc.
- * When authors are more than one, references should include their surnames, separated by commas, and the year of publication: e.g. (Barbagli, Saraceno 1998).
- * When authors are more than three, references should include only the first author's name and *et alii* (in italics) with the year of publication: e.g. (Barbagli *et alii* 2001). In the bibliography, references should include complete reference: e.g. (Barbagli M., Colombo E., Saraceno C., Schizzerotto A. 2009).

Bibliography:

References must be cited in alphabetical order in the following style:

- * For books: surname of author, initials, (date), title, place, publisher: e.g. Ferrera M. (1998), *Le trappole del welfare*, Bologna: Il Mulino.
- * In the case of edited books, each of them must include in this order: author, initials, (date, ed./eds), title, place, publisher: e.g. Gerth H., Wright Mills C. (1948, eds) *From Max Weber: Essays in Sociology*, London: Routledge & Kegan Paul.
- * All titles (Books, Periodicals, Collections, Dissertations...etc) must be typed in italics. The titles of essays in Periodicals must appear in this order: author, initials, (date), title (italics), «name of periodical», issue: e.g. Becattini G. (1989), *Riflessioni sul distretto industriale marshalliano come concetto socio-economico*, in «Stato e Mercato», 2.
- * In the text, all the works should be referred to by the year of their original publication. In the bibliography, if dates differ, reference should be followed by the year of publication of the edition quoted: e.g. Mosca G. (1896), *Elementi di scienza politica*, Torino: Utet, 1982.