

LAYOUT

Manuscript: 10.000 words maximum, written in English

Margins: top 5,5; bottom 6,2; right 4,6; left 4,6; – header 3; footer 5,3

Title: Times New Roman, 18, bold

Author(s) name: Times New Roman, italic, 12 (First name and Family name)

Correspondence details: Times New Roman, 9 (footnote). E.g.: Department of X, University of X, Address (Country). Email: x

Abstract and Keywords: Times New Roman, 10

Text: Times New Roman, 11. The text is single-spaced.
Employs italics, rather than underlining (except with URL addresses)

Heading of paragraphs (level 1): Times New Roman, 11, bold

Heading of paragraphs (level 2): Times New Roman, 11, italic

Text in tables: Times New Roman, 8. All illustrations, figures, images and tables are placed within the text at the appropriate points, rather than at the end. It is strongly recommended to send also a separate file (ex: in Excel) with figures and data necessary to create each figure.

Acknowledgements, Footnotes and Reference list: Times New Roman, 9. Content footnotes are occasionally used to support substantive information in the text (or to acknowledge copyright permission status). They are numbered with arabic superscript numerals.

The examples on the following pages refer to the Publication manual of the American Psychological Association (6th ed.). Washington DC: APA (or see www.apastyle.org)

1) REFERENCES

Books

- Single Author:

Comfort, A. (1997). A good age. London: Mitchell Beazley.

- Two or more authors:

Saddy, R. S., & Hogan, T. (1997). The definition of disability in Australia: Moving towards national consistency. Canberra: Australian Institute of Health and Welfare.

- A translation:

Freud, S. (1970). An outline of psychoanalysis (J. Strachey, Trans.). New York: Norton. (Original work published 1940).

- A work in several volumes:

Wilson, J. G., & Fraser, F. C. (Eds.). (1977-1978). Handbook of teratology (Vols. 1-4). New York: Plenum Press.

- Conference proceedings:

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

- Chapter in an edited book:

Blaxter, M. (1976). Social class and health inequalities. In C. Carter & J. E. Peel (Eds.), *Equalities and inequalities in health* (pp. 120-135). London: Academic Press.

Articles

- Print:

Wharton, N. (1996). Health and safety in outdoor activitycentres. *Journal of Adventure Education and Outdoor Leadership*, 12 (4), 8-9.

Mariani-Costantini, R., Ottini, L., Caramiello, S., Palmirotta, R., Mallegni, F., Rossi, L., Jones, R. B. (2001). Taphonomy of the fossil hominid bones from the Acheulean site of Castel di Guido near Rome, Italy. *Journal of Human Evolution*, 41, 211-225.

- Electronic sources (DOI or URL):

Walker, L. J., Hennig, K. H., & Krettenauer, T. (2000). Parent and peer contexts for children's moral reasoning development. *Child Development*, 71, 1033-1048. doi:10.1111/1467-8624.00207

If DOI is not available, please use URL. Do not put a period at the end of the DOI nor of the URL.

Colombo, M. (2009). Coping with ambivalence. unanticipated outcomes as challenges for experiences teachers. *Italian Journal of Sociology of Education*, 3(11), 136-150. Retrieved from <http://www.ijse.eu/index.php/ijse/article/viewFile/36/44>

Web Sites

Dawson, J., Smith, L., Deubert, K., & Grey-Smith, S. (2002). *'S'Trek 6: Referencing, not plagiarism*. Retrieved October 31, 2002, from <http://studytrekk.lis.curtin.edu.au/>

2) IN-TEXT REFERENCES

In APA style, you acknowledge your sources by including parenthetical citations within your text. These refer the reader to the alphabetical list of references or works cited that appears at the end of the document. Use the first piece of information that appears in the reference and the year. For example:

The theory was first propounded in 1993 (Comfort, 1997)...

“... to stop war” (Saddy & Hogan, 1997)...

When you are quoting directly from a work, you should also include the page number.

The theory was first propounded in 1993 (Comfort, 1997, p. 58)...

“... to stop war” (Saddy & Hogan, 1997, p. 45).

If the context in which the quotation appears makes it clear which document in the bibliography the quoted text comes from, then no further identification is needed.

As discussed by Blaxter (1976)...

A quotation from a web document with no pagination should include a paragraph number.

“Lake Champlain's ecosystem is under enormous pressure from urban growth” (Cushman, 2002, para. 3).

When you are quoting from a work with no author, use the first few words of the reference list entry (usually, part of the title).

Web Usability Studies are commonly conducted in libraries (“Benefits of Usability Studies” 2002, p. 34).

3) TABLES

All tables are placed within the text at the appropriate points, rather than at the end. It is strongly recommended to send also a separate file (ex: in Excel) with figures and data necessary to create each table.

Title: times new roman, 10, italic.

Text in the table: times new roman, 8.

Note or source: times new roman, 9, italic.

Table 1. Your Title.

	1945-68		1969-85		1986-00	
	Male	Female	Male	Female	Male	Female
Cultural	1	2	3	4	5	6
Economic	12	11	10	9	8	7
Relational	13	14	15	16	17	18
Technical	24	23	22	21	20	19
Total	25	26	27	28	29	30
N.	6	5	4	3	2	1

Note/Source: your source (year).