



Editorial guidelines (2026)

1. Types of accepted papers

The Journal publishes:

- original research papers;
 - preliminary communications;
 - reviews;
 - professional papers;
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2. Length of papers

The approximate length of a **research paper is 30-40 typed pages** or **approximately 84,000-112,000 characters, including spaces**. One card consists of **2,800 characters** (including spaces).

All exceptions must be justified and previously approved by the editorial board.

3. Abstract and keywords

Each paper should be accompanied by **an abstract in the Italian language** not exceeding **1,300 characters, including spaces**.

It also needs to have **5 to 7 keywords**.

The editorial board provides the English translation of the abstract and the keywords.

4. Text layout and format

Papers should be submitted in an editable electronic format (.doc or .docx).

General guidelines:

- 12-point Calibri font;
- 1.5 line spacing;



- standard margins;
- footnotes in 10-point font;
- continuous pagination.

To ensure anonymity during the review process, the text must not contain references that make it possible to identify its author.

5. Images, tables and graphs

Images, tables and graphs should:

- be submitted as separate files;
- be progressively numbered;
- have a description and indication of the source.

Images should be of **high quality** (minimum recommended size 300 dpi **1.5 MB**).

The author is responsible for obtaining permission for their use.

6. Citing and referencing guidelines

The Journal uses the **Chicago Style – Notes and Bibliography**.

6.1 In-text quotations

Short quotations should be incorporated into the main body of the text enclosed in double quotation marks (“ ”).

Long quotations (over three lines) must be:

- separated from the main text;
- indented 1 cm to both the right and left margins;
- classic font style, no italics, no quotation marks;
- in 11-point font;
- 1.15 line spacing.

Any omission of part of the original text should be indicated with square brackets and an ellipsis: [...].



6.2 Footnotes

References must be placed exclusively in footnotes and not in the main body of the text. Footnotes should be numbered progressively and used for: bibliographic citations, providing clarifications and additional information.

Examples:

Monograph (one author):

Surname, *Abbreviated title*, page number.

Krizmanić, *Il complesso francescano di Pola*, 112.

Monograph (two authors):

Surname and Surname, *Abbreviated title*, page number.

Vretenar and Orlović, *I giorni a Wagna*, 81–82.

Monograph with an editor:

Surname, editor, *Abbreviated title*, page number.

Ivetic, editor, *Istria nel tempo*, 94.

Article in a scientific journal (one author):

Surname, “*Abbreviated article title*,” page number.

Banić, “*Spoglio di fonti archivistiche (II)*,” 52–54.

Article in a scientific journal (two authors):

Surname and Surname, “*Abbreviated article title*,” page number.

Han and Medelin, “*Il Corpo comunale dei Vigili del Fuoco*,” 34–36.

Paper in collected papers (without an editor):

Surname, “*Abbreviated paper title*,” page number.

Argenti Tremul, “*Rilevamenti nel circondario capodistriano*,” 52.

Paper in collected papers (with an editor):

Surname, “*Abbreviated paper title*,” page number.

Malavasi, “*L’amaro ‘esilio’ di Baldassarre Bonifacio*,” 60–61.

Article in a non-scientific journal:

Surname, “*Abbreviated article title*,” page number (if available).

Meden, “*Sulle tracce della determinazione dei confini comunali*,” 14.

Newspaper article:

Pizziolo, “*Isola. Uno squarcio sui lati oscuri della storia*.”

Authors with the same surname



If different authors with the same surname appear in the same publication, the authors must be distinguished in the footnotes by indicating the initial letter of their name or, if necessary, their full name.

The use of the abbreviation *ibid.* is only allowed to refer to the immediately preceding footnote.

There are two cases:

1. Completely identical reference (the work and the page coincide)

Ibid. is used without indicating the page.

Example:

¹ Krizmanić, *Il complesso francescano di Pola*, 45.

² *Ibid.*

2. The same work with a different page

Ibid. is used with page indication.

Example:

¹ Krizmanić, *Il complesso francescano di Pola*, 45.

² *Ibid.*, 47.

Archival sources

Citations of archival sources must be given exclusively in the footnote, and must clearly, consistently and uniformly state:

- archival institution (preferably full name stated in the first citation);
- holdings;
- series (if applicable);
- call number or technical unit;
- type of document;
- date.

The full name of the archival institution should ideally be given in the first citation; an appropriate abbreviation may be used in subsequent citations. In this case, the first time the archival institution is cited, the full name should be followed by the abbreviation used in subsequent citations.

Examples of citing archival materials (first citation):

Archivio di Stato di Trieste (State Archives in Trieste, AST), Atti amministrativi dell'Istria (Administrative Acts of Istria) (1797.–1813.), b. 103, c. 93v.



Državni arhiv u Pazinu (State Archives in Pazin, DAPA), HR-DAPA-429, Registro dei battezzati di Rovigno (Rovinj Baptism Register), 1560.–1587., c. 87r.

Biskupijski arhiv u Poreču (Diocesan Archives in Poreč, BAP), Porečka biskupija (Diocese of Poreč), 2.1 Vizitacije (Visitations), Lippomano, *Visitationum generalium*, 1600, cc. 25r–30v.

Examples of citing archival material (later citations):

AST, Atti amministrativi dell'Istria, b. 103, c. 123v.

DAPA, HR-DAPA-429, Registro dei battezzati di Rovigno, c. 110r.

BAP, Porečka biskupija, Vizitacije, Lippomano, *Visitationum generalium*, 1600, cc. 77v.

6.3 Final bibliography

Each work must be accompanied by a **final bibliography**, with the authors' names ordered alphabetically.

Examples:

Monograph (one author):

Surname, Name. *Title of the book*. Place: Publisher, year.

Krizmanić, Attilio. *Il complesso francescano di Pola: Genesi e sviluppo architettonico dal XIII al XX secolo*. Rovinj: Centar za povijesna istraživanja Rovinj, 2021.

Monograph (two authors):

Surname, Name, and Surname, Name. *Title of the book*. Place: Publisher, year.

Vretenar, Josip, and David Orlović. *I giorni a Wagna nella cronaca del Lagerzeitung (1915–1918): Piani e strutture dell'accampamento = Dani u Wagni prema pisanju lista Lagerzeitung (1915.–1918.): Planovi i struktura logora*. Rovinj: Centar za povijesna istraživanja Rovinj, 2016.

Monograph with an editor:

Surname, Name, editor. *Title of the book*. Place: Publisher, year.

Ivetic, Egidio, editor. *Istria nel tempo: Manuale di storia regionale dell'Istria con riferimenti alla città di Fiume*. Rovinj: Centar za povijesna istraživanja Rovinj, 2006.

Article in a journal (one author):

Surname, Name. "Article title." *Journal title* number (year): pages.

Banić, Josip. "Spoglio di fonti archivistiche (II). Edizione critica di otto documenti sull'Istria medievale (1225–1292)." *Atti del Centro di ricerche storiche di Rovigno* LIV (2025.): 12–53.

Article in a journal (two authors):

Surname, Name, and Surname, Name. "Article title." *Journal title* number (year): pages.



Han, Diego, and Nikola Medelin. "Il Corpo comunale dei Vigili del Fuoco di Rovigno (1854–1918)." *Quaderni del Centro di ricerche storiche di Rovigno* XXXVI (2025.): 12–85.

Paper in collected papers (without an editor):

Surname, Name. "Paper title." In *Collected papers title*, page. Place: Publisher, year.

Argenti Tremul, Alessandra. "Rilevamenti nel circondario capodistriano (1945–1957)." In *La Comunità nazionale Italiana nei censimenti jugoslavi 1945–1991*, 91–100. Trst–Rovinj: Centar za povijesna istraživanja Rovinj, 2001.

Paper in collected papers (with an editor):

Surname, Name. "Paper title." In *Collected papers title*, editor Name Surname, page. Place: Publisher, year.

Malavasi, Stefania. "L'amaro 'esilio' di Baldassarre Bonifacio, vescovo di Capodistria (1585–1659)." In *Istria e Dalmazia in età moderna. Istituzioni, culture, comunità*, editors Filiberto Agostini and Egidio Ivetic, 53–95. Milano: FrancoAngeli, 2024.

Article in a non-scientific journal:

Surname, Name. "Paper title." *Journal title*, number (year): pages. Place.

Meden, Anton. "Sulle tracce della determinazione dei confini comunali tra Rovigno e Duecastelli del 1573." *La Ricerca*, no. 87 (June 2025.): 13–15. Rovinj.

Newspaper article:

Surname, Name, "Article title," *Journal title*, publication date, page number (if available). Place.

Pizzio, Mariangela. "Isola. Uno squarcio sui lati oscuri della storia," *La Voce del Popolo*, 2 February 2026. Rijeka.

7. Assessment process

All papers are subject to **anonymous double-blind peer review**. The editorial board reserves the right to request formal or content-related changes from the author.

8. Submitting papers

Papers must be sent to the following addresses:

- info@crsrv.org
- atti@crsrv.org
- quaderni@crsrv.org



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Submitting a paper acts as a declaration that the author fully adheres to the present editorial guidelines.