Editorial Guidelines – Il Polo

1. Purpose of the Journal

Il Polo publishes original articles, essays, reviews, and contributions related to cultural, social, historical, and scientific topics. Authors must ensure the originality of their content and declare that their submissions are not under consideration elsewhere. Unless otherwise agreed with the editorial board, submissions should not exceed 15,000 characters (including spaces).

2. Required Materials

Each submission must include the following:

- An abstract (maximum 200 words);

- A short author biography (maximum 100 words);

- Between 3 and 10 high-resolution images, free of copyright restrictions and with clearly indicated credits. Images must be submitted as separate files in TIFF, PSD, or JPEG (quality 12) format, with a minimum resolution of 300 dpi at print size;

- A separate Word-compatible file containing captions for the images.

3. Copyright

Authors retain the rights to their texts but grant *Il Polo* the exclusive right to publish them, both in print and digital formats. Republishing the contribution is permitted only if the original publication in *Il Polo* is clearly acknowledged.

4. Review Process

Each submission undergoes anonymous peer review. Authors will receive feedback and may be asked to revise their work. The editorial board reserves the right to edit the text for clarity and style, without altering its core content.

5. Article Structure

- The main title should be in bold;

- Articles may be divided into numbered sections with bold headings;

- Texts must be submitted in a Word-compatible format, using Times New Roman, 12-point font, 1.5 line spacing, justified alignment;

- Images must not be embedded in the text file.

6. Citations, Notes, and Bibliography

Style guide adopted: Chicago Manual of Style, Notes and Bibliography (full note) system.

6.1 In-text Citations

- Short quotations (up to 3 lines) should be integrated into the text using French quotation marks («...»);

- Longer quotations (over 3 lines) must be set in a separate paragraph, without quotation marks, indented on the left, and in 11-point font;

- Single quotation marks ('…') should only be used for quotes within quotes;

- Omissions in a quotation must be indicated by three ellipsis dots in square brackets [...];

- Additions to quotations should be enclosed in square brackets, with the note *n.d.A.* (i.e. "editor's note").

6.2 Footnotes

Footnotes are used for bibliographic references and additional commentary.

- Format for first citations:

  - Mario Rossi, *La storia della filosofia* (Rome: Laterza, 2020), 45–47.

  - Lucia Bianchi, "Il pensiero critico," *Rivista di Filosofia* 15 (2019): 45–67.

  - Carlo Verdi, "La psicologia sociale," in *Introduzione alla psicologia*, edited by Giovanni Neri (Milan: Mondadori, 2018), 35–50.

- Format for subsequent citations:

  - Rossi, *La storia della filosofia*, 47.

  - Bianchi, "Il pensiero critico," 48.

  - Verdi, "La psicologia sociale," 40.

6.3 Final Bibliography

A complete bibliography must be included at the end of the article, ordered alphabetically by the authors' last names.
All references cited in the text must appear in the bibliography and vice versa.

Examples:

- Rossi, Mario. *La storia della filosofia*. Rome: Laterza, 2020.

- Bianchi, Lucia. "Il pensiero critico." *Rivista di Filosofia* 15 (2019): 45–67.

- Verdi, Carlo. "La psicologia sociale." In *Introduzione alla psicologia*, edited by Giovanni Neri, 35–50. Milan: Mondadori, 2018.

For online articles, include the DOI if available; otherwise, provide the URL.
Example:

- Bianchi, Lucia. "Il pensiero critico." *Rivista di Filosofia* 15 (2019): 45–67. http://dx.doi.org/10.4072/rbp.2023.3.02