

Instructions for Authors

1. *Cuadernos AISPI* publishes papers preferably in Spanish, although submissions in Italian, Catalan, Portuguese and, exceptionally, other languages can also be accepted.
2. Submissions must be original and unpublished. Different text lengths are applicable, depending on the type of manuscript. **Papers** should be at least 35,000 and not more than 50,000 characters long. **Notes** — by which we mean texts of a critical/bibliographical nature, which, when reviewing one or more works, do not merely summarise the argument but explore the issue in terms of the phenomena, topics, authors or genres under discussion — should be 25,000–35,000 characters long. The same length (25,000–35,000 characters) also applies to **interviews**. **Reviews** should be at least 8,000 characters and not more than 12,000 characters long. The total character count for all types of text mentioned includes spaces, notes and the references at the end.
3. The number of images, diagrams and figures should be limited to the strictly essential.
4. The [Calls for Proposals](#) section will indicate the deadline for making submissions (title + summary with approximately 1500 characters + bibliographical references + author's details). Authors should submit their summarised proposals by email to the journal's secretarial department (cuadernosaispi@gmail.com)
5. If the proposal is accepted by the editorial board, authors should use the [OJS platform](#) to deliver the original manuscripts:
 - a digital file containing the title (in both the working language and in English), author's name, author's professional affiliation (including a full address for correspondence) and a brief biographical note in Spanish (max. 500 characters);
 - separately, a Word file (or a file in a Word-compatible word-processing format), redacting the author's name and any other identification details, containing:
 - a. the original text, with the title (max. 100 characters including spaces) in both the working language and in English;
 - b. an abstract (max. 500 characters including spaces) in both Spanish and English, clearly indicating the subject addressed, the methodology used and the argument put forward;
 - c. a list of up to five keywords in the same two languages as the abstract.
 - in separate files, any images (in TIFF, JPG or PDF format, with definition of sufficiently high quality for the purposes of their being reproduced).
6. The journal *Cuadernos AISPI* is open to contributions from all Hispanists. Authors affiliated with Italian universities must be members of AISPI and be up to date in the payment of their annual subscriptions.
7. Submissions will undergo a selection and peer-review process, according to the procedures and based on the criteria announced by the journal.
8. Submissions must abide by the following style guidelines.

Style Guidelines

FORMAT

- Font: Times New Roman
- Font size: 11
- Line spacing: single
- Margins: 2.5 cm upper and lower margins; 3 cm side margins

SECTIONS

To be identified with their corresponding headings, separated by a line space before and after them, not indented, and numbered consecutively according to the following system:

1. Section heading

1.1 Section heading

1.1.1 Section heading

Do not indent the beginnings of new paragraphs.

Do not leave any line spaces blank except in the cases indicated.

LISTS

Bullet points and numbered lists should indicate the hierarchical order of the content as clearly as possible.

NOTES

Notes should be used for supplementary information only, never for mere bibliographical references. Superscript numbers referring to notes should be positioned before any punctuation marks. The font used for notes should be the same as that used for the main text, but with the font size reduced to 10. All notes are to be positioned **at the end of the text**, not as footnotes on each page.

EXAMPLES

Lists of examples in numbered lists should be separated from the text by a line space before and after them:

- (1) First example
- (2) Second example

Any one-off examples should be embedded in the text, in italics and without inverted commas.

IMAGES, TABLES AND FIGURES

Tables created with Word must be kept within the text.

All images and figures should be attached as separate files, in TIFF, JPG or PDF format, and with definition of sufficiently high quality for them to be reproduced satisfactorily. The corresponding legends should be inserted in the text, indicating where the images and figures are to be positioned.

QUOTATIONS

If the quotation is short, it should be included within the text, couched in double quotations marks (“ ”); if the quotation is long (four lines or more), it should be set as a separate paragraph at font size 10, with no quotation marks, and with a line space before and after the quotation.

Quotations should be left in the original language rather than translated, unless the language is not at all widely known.

BIBLIOGRAPHICAL REFERENCES EMBEDDED WITHIN THE TEXT

Bibliographical references are to be embedded in brackets within the main text, never in notes. The following system should be used to refer to the references at the end of the text:

- Author’s surname (year: page number) Example: Rivarola (2000: 13)
- (Authors’ surnames year: page number) [if more than one author, separate their surnames with a comma] Example: (Martín Zorraquino, Montolío Durán 1988)
- (year: page number) [if the author’s name is cited nearby or can be deduced from the context]

LIST OF WORKS CITED

To be positioned at the end of the text, separated by a line space, and including the full biographical details of all the works cited; do not include any works not specifically cited in the text. Begin the list with the heading **References cited**.

References should be ordered alphabetically by author and year of publication. Old works should be cited according to the modern edition used, if any. If several works by the same author are included, the author’s surname(s) and forename should be repeated for each successive work.

The names of places of publication should be in the original language only.

Ranges of pages should omit any repeated hundreds or thousands in the last page number, e.g., 247–56; 1237–54; 1198–212, but 34–37.

Each entry should be set out as follows:

Books by a single author:

Author’s surname(s), Author’s forename (year) [year of first publication, as appropriate], *Title in italics*, Forename and surname of the editor, coordinator or translator [if any; indicating before the name: ed./eds. or trad./trads.], edition used, place of publication [in the original language], publisher’s name, number of volumes [of more than one], volume used [as appropriate].

Pozuelo Yvancos, José María (2004), *Ventanas de la ficción*, Barcelona, Península.

Calderón de la Barca, Pedro (1982), *La vida es sueño*, ed. Ciriaco Morón, Madrid, Cátedra.

Martino, Alberto (1999), *Il “Lazarillo de Tormes” e la sua ricezione in Europa (1554–1753)*, Pisa-Roma, Istituti Editoriali e Poligrafici Internazionali, 2 vols.

Books by two or more authors:

Surname(s), name; Surnames, name; Surname(s), name (year), *Title in italics*, Place of publication [in the original language], Name of publisher.

Calsamiglia Blancafort, Helena; Tusón Valls, Amparo (1999), *Las cosas del decir. Manual de análisis del discurso*, Barcelona, Ariel.

Books edited by a single editor:

Surname(s), Forename, ed. (year), *Title in italics*, Place of publication [in the original language], Name of publisher.

Cano, Rafael, ed. (2004), *Historia de la lengua española*, Barcelona, Ariel.

Books edited by two or more editors:

Surname(s), Forename; Surname(s), Forename; Surname(s), Forename, eds. (year), *Title in italics*, Place of publication [in the original language], Name of publisher.

González Cañal, Rafael; Cerezo Rubio, Ubaldo; Vega García-Luengos, Germán, eds. (2007), *Bibliografía de Francisco de Rojas Zorrilla*, Kassel, Reichenberger.

Papers by a single author:

Surname(s), Forename (year), "Title of paper", *Name of journal in italics*, number of volume/fascicle as Arabic numeral [as appropriate]: first and last pages. [without p./pp.]

Lejeune, Philippe (2012), "De la autobiografía al diario: historia de una deriva", *RILCE*, 28/1: 82–88.

Any titles of works appearing within the title should be set in italics (without inverted commas):

Elejabeitia, Ana (1991), "La transmisión textual de *La más hidalga hermosura*", *Letras de Deusto*, 51: 53–65.

Papers by two or more authors:

Surname(s), Forename; Surname(s), Forename; Surname(s), Forename (year), "Title of paper", *Name of journal in italics*, number of volume/fascicle as Arabic numeral [as appropriate]: first and last pages. [without "p./pp".]

Gallardo San Salvador, Natividad; Gómez de Enterría Sánchez, Josefa (2009), "La transferencia del conocimiento en migraciones: renovación de un vocabulario neológico", *Sendebarr*, 20: 289–301.

Contribution by one author to an anthology:

Author's surnames, Author's forename (year), "Title of article", *Title of book in italics*, ed./eds. Editor's [or Editors'] Forename(s) and Surname(s). Place of publication, Name of publisher, Volume number [if any]: first and last pages. [without "p./pp."].

Dolfi, Laura (2009), "Cristina Campo lettrice di Borges", *Vivir es ver volver. Studi in onore di Gabriele Morelli*, eds. Margherita Bernard; Ivana Rota; Marina Bianchi. Bergamo, Bergamo University Press - Sestante Edizioni: 189–97.

Contribution by two or more authors to an anthology:

Surname(s), Forename; Surname(s), Forename (year), "Title of article", *Title of book in italics*, ed./eds. Editor's [or Editors'] Forename(s) and Surname(s). Place of publication, Name of publisher, Volume number [if any]: first and last pages. [without "p./pp."].

Briz, Antonio; Hidalgo, Antonio (1988), "Conectores pragmáticos y estructuras de la conversación", *Los marcadores del discurso. Teoría y análisis*, eds. M. Antonia Martín Zorraquino; Estrella Montolío Durán. Madrid, Arco/Libros: 121-42.

Online publication:

The most recent date of access should be added between square brackets at the end of the entry, using the dd/mm/yyyy format, followed by the <URL> [not underlined]

Boccuti, Anna (2012), "Hormigas en blanco y negro", *Artifara*, 12: 11-23 [24/07/2012] <<http://www.ojs.unito.it/index.php/artifara>>

SPECIAL CHARACTERS

If any special characters are required (e.g., for phonetic transcriptions, non-Western alphabets, etc.), the fonts used should be attached in a separate document.

USE OF BOLDFACE, SMALL CAPITALS, ITALICS AND QUOTATION MARKS

Boldface is used for first-level titles.

Italics are used for second-level titles; for the titles of books, journals and websites; for examples embedded within the text; for words in languages other than the one in which the text is written; for borrowed words not yet in common use; and for metalinguistic uses (i.e., when terms or expressions are used in order to define or discuss them).

Double quotation marks (" ") are used for verbatim quotations; for the titles of poems; for the titles of articles or chapters in books cited in the references; to indicate inappropriate or vulgar words or expressions; for ironic use or words with special meanings.

Single quotation marks (' ') are used only for translations, explanations of meanings and textual quotations nested within other quotations.

Small capitals are never used.

OTHER GUIDELINES

Always use "cf.", avoiding "vid.", "comp.", "see", etc. Nor should Latin abbreviations such as "op. cit.", "art. cit.", "loc. cit.", "id.", "ibid.", "supra", "infra" be used.

For internal references, use the § sign followed by the paragraph number.

If works by more than three authors are cited, indicate the name of the first author only, followed by *et al.*

For the publication dates of newspapers, use the dd/mm/yyyy format.

Except when quoting other texts, the RAE recommendations on the use of accent marks (*tildes*) should be followed.

The dates of any newspapers should be cited using the dd/mm/yyyy format.

For any questions not covered by these general guidelines, authors should contact the editorial board.