

## «Ludica. Annali di storia e civiltà del gioco». Instructions to Authors

The journal «Ludica. Annali di storia e civiltà del gioco» brings together original contributions on the history of play, leisure activities, sport and festivities in Europe and the rest of the world, from antiquity up to the early 20th century. The editors reserve the right to accept or refuse for publication articles received. Authors are entitled to 30 off-prints of their contributions; additional off-prints may be requested directly from the publishers, subject to agreed conditions.

Authors should send their papers, complete and corrected, on a Word file. They will subsequently receive the prepress proofs in pdf format that should be checked for errors. Any drafting changes made should be minimal.

The files of the articles or any other proposed contributions should be sent to the **editors of «Ludica»**:

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The journal publishes articles in English, French, German, Italian and Spanish; contributions in other languages may possibly be translated by the editorial staff. Authors are asked to send an **abstract** (of no more than 150 words) and a **brief bio-bibliographical note** of no more than 700 characters (or 100 words), which should include details of any institution to which the author may belong.

In the interests of editorial consistency, the particular usages of the specific disciplines permitting, authors are asked to **observe the following rules**.

**Bibliographical references** should be in the abbreviated form in the notes to the text and written out in full in the final bibliography. Observations, reports, reviews and other forms of short contribution should be written without footnotes and without a final bibliography: except under special circumstances, any bibliographical citations should be enclosed within parentheses and included in the text.

References in **notes to the text** should include: the SURNAME of the author or editor; the year of publication (reprinted editions should be marked by a number in superscript; if several works from the same year by the same author are quoted, the sources should be distinguished by adding a letter to the year); page numbers, when cited, should be indicated in full, preceded by the abbreviation p./pp. or followed by f./ff. for following page/s, and separated by a comma.

In **references to works comprising more than one volume**, the volume number in Roman numerals preceded by the abbreviation vol. should be indicated before the page number.

Each reference detail should be separated from the previous one by a comma.

Examples:

BARKER 1986, p. 11.

BASCETTA 1978, vol. II, p. 70.

BLOCH 1973<sup>3</sup>, p. 45.

GUARDUCCI 1986, pp. 75-79.

HUIZINGA 1967<sup>2</sup>, pp. 120-137.

TREXLER 1972a, pp. 132 ff.

TREXLER 1972b, pp. 35-40.

The **final bibliography** should include all the works cited in the text in abbreviated form in alphabetical order, followed by the full form consisting of NAME in full, SURNAME, *Complete title* (as it appears on the frontispiece of the work cited, in italics; title and subtitle should generally be separated by a full stop), publisher, place of publication in the language of the contribution (the year is indicated in the abbreviated reference).

Bibliographical information of a critical nature (edited by, with introduction and commentary by, materials drawn from seminar, place of publication, and so on) should be given in the language used for the contribution.

In **citing miscellaneous volumes**, the full "Title" should be indicated, followed by the NAME and SURNAME of the editor, if any, preceded by "edited by". In citing works of more than one volume, indicate the number of volumes at the end, followed by the abbreviation vols.

At the end of the reference, if considered information of interest, indicate in round brackets the series the publication belongs to ("name of the series", series number); if the publication is a facsimile reprint, this should be indicated in round brackets; similarly, in references to reprints or translations, place of publication and year of the original edition should be cited in round brackets.

Examples:

BARKER 1986

JULIET BARKER, *The tournament in England 1100-1400*, The Boydell Press, Woodbridge-Wolfeboro.

BASCETTA 1978

*Sport e giochi. Trattati e scritti dal XV secolo al XVIII secolo*, edited by CARLO BASCETTA, Edizioni il Polifilo, Milan, 2 vols.

BLOCH 1973<sup>3</sup>

MARC BLOCH, *I re taumaturghi. Studi sul carattere sovranaturale attribuito alla potenza dei re particolarmente in Francia e in Inghilterra*, Turin (original edition *Les Roys thaumaturges. Étude sur le Caractère Surnaturel Attribué à la Puissance Royale particulièrement en France et en Angleterre*, Strasbourg 1924).

GORI 1926

PIETRO GORI, *Le feste fiorentine attraverso i secoli*, Bemporad, Florence (facsimile reprint 1989).

GUARDUCCI 1986

PIERO GUARDUCCI, *Il balocco nel Medioevo italiano*, Salimbeni, Florence.

HUIZINGA 1983<sup>4</sup>

JOHAN HUIZINGA, *Homo ludens*, Il Saggiatore, Milan.

When there are two authors/editors:

BARBER-BARKER 1989

RICHARD BARBER and JULIET BARKER, *Tournaments. Jousts, chivalry and pageants in the Middle Ages*, The Boydell Press, Woodbridge.

When there are three or more authors/editors:

ANGELI BERNARDINI et al. 1988

PAOLA ANGELI BERNARDINI et al., *Lo sport in Grecia*, Laterza, Rome-Bari.

MURPHY et al. 1990

PATRICK MURPHY et al., *Football on trial. Spectator violence and development in the football world*, Routledge, London-New York.

For **contributions in miscellaneous volumes**:

NAME SURNAME, "Title of essay", in *Title*, edited by NAME SURNAME, publisher, place of publication, page numbers.

In **citing essays in reviews** the author and title of the essay are followed by: *Name of the review*, the series (series/new series), the year (in Roman numerals), the number (in Arabic numerals) and the page numbers.

Examples:

PIVATO 1992

STEFANO PIVATO, "Le ballon avant le football", *Sport et Histoire*, new series, 1, pp. 11-26.

DUNNING 1995

ERIC DUNNING, "Sport in the Civilizing Process. Trajectories of State Formation and the Early Development of Modern Sport", *Ludica*, 1, pp. 69-77.

**Conference proceedings** should be cited, if the information appears as a subtitle on the frontispiece of the work cited, by their full name with the title and before the typographic details. If provided as additional information, it can be given in Roman type between round brackets at the end of the citation, along with any indication of the series name or original edition; the bibliographical citation should conclude with page details when the contributions appear in miscellaneous volumes.

Example:

BURKE 1982

PETER BURKE, "Le carnaval de Venise. Esquisse pour une histoire de longue durée", in *Les jeux à la Renaissance. Actes du XXIII<sup>e</sup> colloque international d'études humanistes. Tours juillet 1980*, edited by PHILIPPE ARIÈS and JEAN-CLAUDE MARGOLIN, Vrin, Paris ("de Pétrarque à Descartes", 43), pp. 55-63.

If **various texts by the same author** appear in the bibliography, they must be listed in chronological order, and in alphabetical order when two or more works are published in the same year.

Examples:

BARTOLI LANGELI 1983-1985

ATTILIO BARTOLI LANGELI, *Codice diplomatico del Comune di Perugia. Periodo consolare e podestarile (1139-1254)*, Deputazione di storia patria per l'Umbria, Perugia, 2 vols ("Fonti per la Storia dell'Umbria", 15).

BARTOLI LANGELI 1985

ATTILIO BARTOLI LANGELI, “La documentazione degli Stati italiani nei secoli XIII-XV: forme, organizzazione, personale”, in *Culture et idéologie dans la genèse de l’État moderne. Actes de la table ronde organisée par le Centre national de la recherche scientifique et l’École française de Rome. Rome, 15-17 octobre*, École française de Rome, Rome (“Collection de l’École française de Rome”, 82), pp. 35-55.

TREXLER 1972a

RICHARD TREXLER, “Le célibate à la fin du Moyen Âge. Les religieuses de Florence”, *Annales ESC*, XXVII, pp. 1329-1350.

TREXLER 1972b

RICHARD TREXLER, “Florentine Religious Experience: the Sacred Image”, *Studies in the Renaissance*, XIX, pp. 7-41.

For **essays in works of more than one volume**, after the NAME SURNAME of the author and the “Title” of the essay, indicate the *Title* of the collection of essays preceded by the word “in” and followed by the NAME SURNAME of the editor, the number of the volume and the specific *Title* of the volume (when applicable), the publisher, the place of publication, the number of the volume if there is not a specific title and relevant page numbers.

Examples:

BARLETTA 1993

CHIARA BARLETTA, “Iconografia del gioco nel Quattrocento”, in *Passare il tempo. La letteratura del gioco e dell'intrattenimento dal XII al XVI secolo. Atti del convegno di Pienza, 10-14 settembre 1991*, Salerno Editrice, Rome, vol. I, pp. 239-250.

YATES 1973<sup>2</sup>

FRANCES A. YATES, “Poètes et artistes dans les entrées de Charles IX et de sa reine à Paris en 1571”, in *Les Fêtes de la Renaissance. Journées internationales d'études abbaye de Royaumont, 8-13 juillet 1955*, edited by JEAN JACQUOT, Éditions du centre national de la recherche scientifique, Paris, vol. I, pp. 61-84.

For **references to works in more than one volume**, indicate: NAME SURNAME of the author, *Title* of the work, typographical details, number of volumes making up the work.

Example:

VAN MARLE 1931

RAIMOND VAN MARLE, *Iconographie de l'art profane au Moyen Âge et à la Renaissance et la décoration des demeures*, Martinus Nijhoff, The Hague, 3 vols.

For **references to a specific volume in works in more than one volume** indicate: NAME SURNAME of the author, *Title* of the work, number and *Title*, when given, and typographical details of the volume/volumes cited.

Example:

VAN MARLE 1931

RAIMOND VAN MARLE, *Iconographie de l'art profane au Moyen Âge et à la Renaissance et la décoration des demeures*, vol. I: *La vie quotidienne*, Martinus Nijhoff, The Hague.

References to **sources** in the notes should be in abbreviated form, while a list of the full sources should be given before the final bibliography.

Even the abbreviated form of manuscript sources should include, however: place where conserved (city and/or institution), *the particular archive name*, manuscript number, AUTHOR, *Title* of the work, details of the papers, specifying whether *recto* or *verso* using the abbreviations fol./fols, r, v. Or AUTHOR, *Title* of the work, place where conserved (city and/or institution), *the particular archive name*, manuscript number, details of the papers, as above.

For archive references, the following should be indicated: place where conserved, *archive series*, subseries when present, file number, envelope and/or register, number/numbers of papers.

Examples:

ASVE, *Comp. leggi*  
Venice, State Archives, *Compilazioni leggi*, b. 215.

ASVE, *Dieci, "miste"*  
Venice, State Archives, *Consiglio dei Dieci, deliberazioni miste*, reg. 8.

ASVE, *Pod. Torc.*  
Venice, State Archives, *Podestà di Torcello e contrade*, b. 592.

BARM, ms. lat. 307, fols 103v-108r  
Rome, Biblioteca Angelica, ms. latino 307, S. BERNARDINI SENENSIS *Sermones*, fols 70r-337v.

or

S. BERNARDINI SENENSIS *Sermones*  
S. BERNARDINI SENENSIS *Sermones*, Rome, Biblioteca Angelica, ms. latino 307, fols 70r-337v.

**Notes** should be as concise as possible, especially considering the graphic and publishing characteristics of the review. Notes should be numbered consecutively in the text with superscript Arabic numbers.

All **quotes taken from other written texts** and included in the text and/or notes – we recommend keeping quotes short – should be between superscript quotation marks (“ ”); any additions to or comments on the quotation should be made in normal type between square brackets.

Single superscript quotation marks ( ‘ ’ ) should be used to stress a particular meaning of a word or phrase. Lastly, *italics* should be used for foreign words in the text that are not common usage in the language of the article, and for titles.

Authors should also point out the use of special typographical characters required in the text (for example, Greek).

Quotations, names of authors and titles should always be checked carefully (spelling, capital letters, accents, and so on), especially if in languages other than that of the contributing author.

As far as possible both in the notes and the texts **abbreviations** should be avoided: for example, an., art., cf., *vide supra*, i.e., ca., e.g., es., etc., fragm., f.t., it., let., l., lin., loc. cit., op., ser., sez., tit., trans. The corresponding full forms in the chosen language should be employed.

The following **abbreviations** are however permitted in notes and tables:

chap./chaps: chapter/chapters

cf.: confront

col./cols: column/columns

f./ff.: following/followings

fol./fols

fig./figs: figure/figures

no./nos: number/numbers

new series (for reviews)

p./pp.: page/pages

r, v: *recto*, *verso*

series (for reviews)

tab./tabs: table/tables

vol./vols: volume/volumes

**Numbers** should generally be in word form; figures should be used to indicate sums of money and measurements, using commas for thousands and a full stop for the decimal point. Dates should be given in full (for example, 14th July 1789).

Numeral adjectives should preferably be expressed in word form but figures may be used in the case of long numbers, when they refer to currencies and measurements and, of course, in tables.

**Capital letters** are to be used in keeping with the chosen language of the article; a moderate and uniform use is strongly recommended. Small capitals should be used for initials and acronyms and Roman numerals (*ASTV*, vol. III, p. XXXV); Roman numerals should appear in full capitals only when they have an ordinal function following a proper name (for example, the Emperor Charles V, Napoleon III...) and in mixed numerical series (for example XVII.23).

*Ludica* requests all contributing authors to illustrate their articles appropriately; good quality, publishable, **illustrative material** or detailed information as to where such material can be obtained, should be sent to the editorial office. All images must be accompanied by a descriptive caption and numbered consecutively; if an image is intended to illustrate a point in the main text, the appropriate figure (in Arabic numerals, preceded by the abbreviation fig./figs and set between round brackets) should be inserted into the text at the relevant point.

The **captions** will also be used in the subsequent cataloguing of the illustrative material, which will be conserved, unless other instructions are given by the author, in the library/documentation centre of the Foundation. In this connection, note should be taken that captions must include the subject and any photographic reference. In particular, authors are asked to indicate: the subject depicted (and when possible, the author/artist, title, date and place of conservation of the work or the document); if the illustration shows a detail, this should be noted and described; photographic references (photographer, archive/collection of provenance, complete bibliographical information if the image was taken from a published source).

The editing staff thanks you in advance for your cooperation.