**EDITORIAL STANDARDS**

**A. PARAGRAPHS**

Abstracts may be divided into paragraphs and, if necessary, numbered sub-paragraphs. E.g:

5.Paragraph title - Text follows...

5.1- Sub-paragraph title - Text follows...

The use of footnotes is strongly discouraged. Where absolutely necessary, footnotes should be inserted at the bottom of the page, with a superscript cross-reference (both in the text and in the footnote itself).  E.g:

1 For more detailed information, see...

**B. GRAPHS, TABLES AND ILLUSTRATIONS**

Graphs, tables and illustrations should be included in the text, and should be in definitive form.

All figures and diagrams should be numbered consecutively with Arabic numerals, and should bear the caption and source, if any, at the top of the figure:

Fig. 1 -Incidence of foreign residents in Apulia, 2011.

Source: elaboration on Istat data

F*igure*

Tables, always in Word format, must instead report the title before the table; the source will go below the table:

Tab. 3 - UNHCR's contribution in refugee repatriation

*Table*

Source: elaboration on UNHCR data, 2007

**C. QUOTES**

When quoting in text, always indicate author, year and page number in round brackets.

Quotations of a maximum length of 40 words may be quoted in the body of the text, in italics, followed by a brief bibliographical indication.

[...] *lorem ipsum* " (surname, year: page).

Longer quotations, on the other hand, should be written in a special paragraph, without corporals, with indents of one centimetre on both left and right, in 10 pt.

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**D. REFERENCES**

IN THE TEXT AND IN THE NOTES: summary indication (in brackets), of the author, the date of publication and possibly the page(s). E.g: (Wenzel, 1971); (Toschi, 1959, p. 37); (ibid., pp. 38-41): to indicate the immediately preceding reference with different page(s); (ibid.): to indicate the immediately preceding reference with the same page(s).

AT THE END OF EACH ARTICLE: alphabetical list of all bibliographic citations; all and only works summarily cited in the text and in the notes should be included.

BOOKS:

Cabasino, E., (2005). *I mestieri del patrimonio. Professioni e mercato del lavoro nei beni culturali in Italia*. Milano: Franco Angeli

BOOK CHAPTER:

Shea, J. D. (1992). Religion and sexual adjustment. In J. F. Schumaker (Ed.), *Religion and mental health* (pp. 70-84). New York, NY: Oxford University Press.

JOURNAL ARTICLE WITH DOI:

Murzynski, J., & Degelman, D. (1996). Body language of women and judgments of vulnerability to sexual assault. *Journal of Applied Social Psychology, 26,* 1617-1626. doi:10.1111/j.1559-1816.1996.tb00088.x

JOURNAL ARTICLE WITHOUT DOI, PRINTED VERSION:

Koenig, H. G. (1990). Research on religion and mental health in later life: A review and commentary. *Journal of Geriatric Psychiatry, 23,* 23-53

JOURNAL ARTICLE WITHOUT DOI, ONLINE VERSION:

Aldridge, D. (1991). Spirituality, healing and medicine. *British Journal of General Practice, 41,*425-427. Retrieved from <http://www.rcgp.org.uk/publications/bjgp.aspx>

ONLINE DOCUMENT

Degelman, D. (2009). *APA style essentials.* Retrieved from
<http://www.vanguard.edu/faculty/ddegelman/index.aspx?doc_id=796>

ONLINE DOCUMENT (NO DATE)

Nielsen, M. E. (n.d.). *Notable people in psychology of religion.* Retrieved from <http://www.psywww.com/psyrelig/psyrelpr.htm>

ONLINE DOCUMENT (NO AUTHOR, NO DATE)

*Gender and society*. (n.d.). Retrieved from http://www.trinity.edu/~mkearl/gender.html

WEBSITES

www.unisalento.it