

AUTHORS' GUIDELINES

Unpublished works concerning topics within the field of natural sciences and archaeology are considered for publication, with preference given to those concerning the Veneto region, particularly the area of Vicenza. A maximum of 2 papers per Author/Co-Author are considered for publication. The papers are first evaluated by the Journal's Editorial Board, which submits them for peer review by external experts. Articles that do not meet the relevance of the journal or are far from the quality standards of the Journal may be directly rejected by the Editorial Board. Authors are required to follow these guidelines; non-compliant papers will be rejected. Manuscripts should normally be written in the Italian language, adding title, abstract, and keywords in English as well. For specific papers of a more global nature, with the approval of the Editorial Board, the use of the foreign language (English) for the entire article is allowed. Authors who use the English language must have their manuscripts checked by native English speakers, adding title, abstract, and keywords in Italian. Authors will be notified of the acceptance or non-acceptance of the work by the Editorial Board and of any changes or corrections made in the editorial process; the judgment of the Editorial Board is definitive. The choice of fonts and layout is up to the Editors; however, Authors may make specific requests, which will be evaluated within the limits imposed by typographical requirements. The collaboration of the Authors of the articles to the journal "Studi e Ricerche" is to be considered occasional and free of charge, without any form of compensation even in the future. Each author will receive a complimentary copy of the journal for each article published, and any excerpts are to be requested and evaluated in advance; in addition, a PDF of the published article will be provided free of charge, the use of which is understood to be limited to dissemination in the scientific community to which it belongs, as indicated in the release. Specific needs to obtain any additional copies should be discussed with the Editorial Board. The Editorial Board reserves the right to change these guidelines.

Papers must be submitted in digital file, either in .doc, .docx, or .odt format, however, always without any formatting not specified in these guidelines, and sent to the email address: museo@comune.montecchio-maggiore.vi.it, or delivered in digital form to the office of the Associazione Amici del Museo Zannato or to the Museum itself. The drafts delivered to the Authors should be corrected and returned promptly.

Submissions should be organized as follows:

- a) TITLE (possibly concise but summarizing)
- b) AUTHOR(S)'S FIRST NAME (in SMALL CAPITAL LETTERS)
- c) Author(s)' contact information
- d) Keywords (maximum of 5 words)
- e) Summary in English (for manuscripts not in Italian)
- f) Title, Abstract, and keywords (in Italian)
- g) Main text
- h) Acknowledgments and any patronage or funding
- i) Bibliography (only that cited in the text)

It is recommended, with the exception of Short Notes or papers of a historical or informative nature, that the main text is presented in the sections: Introduction, Materials and Methods, Discussion, Conclusions.

Nomenclature - Scientific names of genera and all lower taxa should be italicized. Italics may not be used for other elements of the text unless by prior agreement with the Editorial Board. Scientific nomenclature should follow the rules of the International Codes of Nomenclature. For minerals, follow the suggestions proposed by BIANCHI POTENZA & DE MICHELE (1992), with spelling criteria that comply with IMA regulations and recommendations, inserting the English name in parentheses when it does not conform to the standard name. Example: sodium chloride (salt). For chemical formulas, FLEISCHER M., MANDARINO J.A. (1999) - Glossary of Mineral Species. The Mineralogical Record Inc, Tucson, and any subsequent editions should be followed. It is recommended, as far as possible, to optimize space by reporting summary data using tables, diagrams, graphs, etc.

Bibliographical references - In the text, they should be given in small caps with the AUTHOR'S SURNAME and the date placed in parentheses, separated by a comma. E.g., as shown by FABIANI (1910)...; or: ...as already known (FABIANI, 1910)... Names of authors describing a species, on the other hand, should not be in small caps. Ex: *Canis lupus* Linnaeus, 1758. In citing a work written by two authors, the two SURNAMES should be separated by the symbol: &, both in the text and in the bibliography. Ex: BIANCHI POTENZA & DE MICHELE (1992). In the case of more than two authors in the text, the SURNAME of the first Author should be given followed by: *et al.* Ex: BESCHIN *et al.* (1996). In the Bibliography, on the other hand, all SURNAMES are given in full, each followed by the initial of the name. All works cited in the text should be listed in the Bibliography in alphabetical order by Author. Works by the same Author should be listed in chronological order, and in the case of several works by the same Author appearing in the same year, the chronological order will be maintained by following the year by the first letters of the alphabet in lowercase. Ex: 1976a, 1976b, etc. Names of journals, periodicals, series, proceedings, and the like should not be abbreviated but transcribed in full in italics. When existing, please include the DOI related to the publication.

Examples to follow to compile the bibliography:

a) Works published in periodicals:

BESCHIN C., BUSULINI A., DE ANGELI A., TESSIER G. (1996) - *Eopalicus* new genus of *Brachiurus* (Decapoda) from the tertiary Veneto (Northern Italy) - *Lavori Società Veneziana di Scienze Naturali*, 21: 75-82.

b) books:

FABIANI R. (1930) - The underground resources of the province of Vicenza - *Industria della Stampa* G. Peronato, Vicenza, pp. 156.

c) book chapters:

AMERINI R. & BATTISTON R. (2017) - *Sciurus carolinensis* Gmelin, 1788. In: Bon M. (ed.) (2017) - *Nuovo Atlante dei Mammiferi idel Veneto - WBA Monographs* 4, Verona: 154-156.

d) magazines or digital publications, databases, and websites:

The IUCN Red List of Threatened Species - www.iucnredlist.org (consulted on: 22/03/2021).

e) Newspapers or non-scientific publications whose Publisher (Ed.) or Editor-in-Chief (Dir.) is known

SCABARI A.G. (1775). In: GRISELINI F. (Dir.) (1775) - Journal of Italy 11(39): 307.

Titles of publications in non-Latin alphabets must be translated into the language in which the submitted work is written, noting in parentheses the original language Ex: (in Russian).

Illustrations - Tables, charts, drawings and photographs should always be agreed upon with the editors. Tables should NOT be included in the text but in a separate file preferably in Excel. All illustrations should be submitted on high-definition digital media in uncompressed TIF or JPG format. The location of the figures must be marked in the text. If the illustration is not original, the author must verify its reproducibility and cite the source appropriately in the relevant caption with possible reference to the Bibliography.

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