

## **Studies and Materials of Medieval History Guidelines for the Preparation of the Critical Review of Materials/Articles Submitted to the Editorial Board**

### **A. General Information**

- Manuscripts must be submitted to the Editorial Office in both electronic and printed formats, in their final form, adhering to the following technical specifications: Microsoft Word, Times New Roman font, 12-point font size, 1.5 line spacing;
- The notes in the critical apparatus will continue to be numbered;
- The use of quotation marks is mandatory when reproducing both quotations from studies by other authors (with a mandatory reference in the notes to the bibliographic details from which they were taken) and passages from historical documents;
- All papers must be accompanied by an abstract in Romanian and its translation into a foreign language (English, French, German) of no more than 20 lines, five keywords, a brief CV of the author (institutional affiliation, professional background, list of published works), and an email address;
- Authors are asked to adhere to the schedule—which will be posted on the journal’s website—set by the Editorial Board regarding the deadline for submitting manuscripts;
- Papers or materials that have been submitted for publication to other journals will not be accepted; otherwise, the Editorial Board reserves the right to refuse to accept for publication any papers from authors who have not complied with this requirement;
- The authors bear full responsibility for the scientific content of the published texts; the Editorial Board reserves the right to suggest certain modifications or changes to the authors (when and where appropriate) in order for the text to be accepted for publication;
- Submitting a manuscript to the journal Editorial Board does not automatically imply that it has been accepted or that it will be published; if the manuscript is accepted or rejected by the Editorial Board, the authors will be notified accordingly;
- Manuscripts that have not been accepted for publication by the SMIM Editorial Board will not be returned to the authors;

### **B. Guidelines for Compiling the Critical Apparatus of Scholarly Works:**

**I.** When citing a work for the first time, it is mandatory to provide all bibliographic information for the cited work, in the following order: the author’s first and last name, *the title of the work (always in italics)*, Publisher (for works/studies published since 1947), place and year of publication, page(s) (regardless of whether a single page or multiple pages are referenced, only the abbreviation *p.* should be used)

Ex.: Șerban Papacostea, *Geneza statului în Evul Mediu românesc. Studii critice*, ediție adăugită, Corint, București, 1999, p. 55;

Ștefan Andreescu, *Restitutio Daciae (Relațiile politice dintre Țara Românească, Moldova și Transilvania în răstimpul 1526-1593)*, Editura Albatros, București, 1980, p. 49-76;

**II.** The authors' first and last names are not capitalized (except, of course, for their initials):

Ex : Șerban Papacostea; Ștefan Andreescu, etc.

**III.** When citing studies from edited volumes, the order should be as follows: the author's first and last name, the title of the article/study, the first and last name of the editor(s) of the volume (when specified), the title of the work (in italics), the publisher, the place of publication, the year of publication, and the page(s):

Ex. : Șerban Papacostea, *Tratatele Țării Românești și Moldovei cu Imperiul Otoman în secolele XIV-XVI: ficțiune politică și realitate istorică*, în Nicolae Edroiu, Aurel Răduțiu, Pompiliu Teodor (coord.), *Stat, societate, națiune. Interpretări istorice*, Editura Dacia, Cluj-Napoca, 1982, p. 93-106;

Ștefan Andreescu, *Giovanni-Andrea și Giacomo di Promontorio: doi frați genovezi în slujba sultanilor otomani*, în Ovidiu Cristea, Gheorghe Lazăr (coord.), *Vocația istoriei. Prinos profesorului Șerban Papacostea*, Editura Istros, Brăila, 2008, p. 254-262;

**NB:** If there are more than three coordinators, only the name of the first one may be listed, followed by "et al.;

**IV.** When citing studies published in journals, the same order is followed, with the addition that in this case the series (where applicable), the volume number (indicated using Roman or Arabic numerals, depending on the system used for each journal), the year of publication, and the issue number and page numbers of the study being cited must be specified;

**NB:** If the journal in question is included in the list of abbreviations established by the SMIM Editorial Board, authors must use this system; otherwise, the journal title should be placed in quotation marks and written in regular type:

Ex.: N. Iorga, *Privilegiul lui Mahomed al II-lea pentru Pera (1 iunie 1453)*, în **AARMSI**, s. II, XXXVI, 1913, p. 17-20;

Virgil Ciocîltan, *Între sultan și împărat: Vlad Dracul în 1438*, în **RdI**, 29, 1976, nr. 11, p. 1788-1780;

Cristina Feneșan, *Mihaloglu Mehmet Beg et la principaute de Valachie (1508-1532)*, în „The Journal of Ottoman Studies”, XV, 1995, p. 143-145;

**V.** For studies published or republished in collections of original works (when the latest edition is used), we recommend citing them as follows

Ex: Șerban Papacostea, *Relațiile internaționale ale Moldovei în vremea lui Ștefan cel Mare*, în idem, *Evul mediu românesc. Realități politice și curente spirituale*, Editura Corint, București, 2001, p. 139-178;

Ștefan Andreescu, *Inițiativele politice ale lui Ieremia vodă Movilă din vara și toamna anului 1599*, în idem, *Medievale*, Editura Istros, Brăila, 2016, p. 195-208;

**VI.** The abbreviation *op. cit.* should be used only when the study's bibliography refers to a single work by an author (but after the first citation of that work, which includes all bibliographic information):

Ex.: [prima citare]: George Potra, *Documente privitoare la istoria orașului București. 1594-1821*, Editura Academiei Române, București, 1961, p. 101-105;

[a doua citare]: G. Potra, *op. cit.*, p./ G. Potra, *Documente București*, p.;

**VII.** If the critical apparatus of the study includes multiple works by the same author, we recommend that they be cited in abbreviated form in the critical apparatus, provided that this is noted after their first citation:

Ex.: Nicolae Stoicescu, *Dicționar al marilor dregători din Țara Românească și Moldova. Sec. XIV-XVII*, Editura Enciclopedică Română, București, 1971, p. 132-133 [în continuare: *Dicționar*];

Nicolae Stoicescu, *Repertoriul bibliografic al monumentelor feudale din București*, Edit. Academiei Române, București, 1961, p. [în continuare: *Repertoriul*];

**VIII.** The abbreviation *Idem* is used only when consecutive footnotes cite works by the same author:

Ex.: <sup>29</sup>George Potra, *Documente privitoare la istoria orașului București. 1594-1821*, Editura Academiei Române, București, 1961, p. 101-105;

<sup>30</sup> *Idem*, *Tezaurul documentar al județului Dâmbovița....*

**IX.** *Ibid.* (always in italics) is used only when consecutive notes refer to the same author and the same work by that author:

Ex.: <sup>35</sup>George Potra, *Documente privind istoria orașului București*, p. 101-105;

<sup>36</sup>*Ibidem*;

**X:** We do not recommend using the abbreviations “*Idem*” and “*ibidem*” when the critical apparatus refers to unpublished documents held in various archival collections; in such cases, it is preferable to include all details regarding the relevant archival reference numbers each time, even when the notes are consecutive:

Ex.: <sup>23</sup>ANIC, Mitropolia Țării Românești, XCIII/9.

<sup>24</sup> ANIC, Mitropolia Țării Românești, LVII/3.

<sup>25</sup> ANIC, Mănăstirea Tismana, XXXIX/2.

<sup>26</sup> SJAN Dolj, Documente, XXIII/3.

**XI.** For collections of documents, it is mandatory to include not only the title, publisher, place, and year of publication, but also the authors of the respective volumes:

Ex.: Petronel Zahariuc, în colaborare cu Florin Marinescu și Dumitru Nastase, *Documente românești din arhiva mănăstirii Simonpetra de la Muntele Athos*, Editura Universității „Alexandru Ioan Cuza”, Iași, 2016;

Gheorghe Lazăr, *Documente privitoare la negustorii din Țara Românească*, vol. 1, 1656-1688, Editura Universității „Alexandru Ioan Cuza”, Iași, 2013;

**NB:** The same recommendation/requirement applies to volumes published as part of the Hurmuzaki, Documents on the History of the Romanians, and Documenta Romaniae Historia collections, which should be cited in abbreviated form (and in bold for DIR and DRH volumes), specifying, where applicable, the series and century:

Ex. : Hurmuzaki, *Documente*, XIV/1, ed. N. Iorga, București, 1915, p. 103-107;

**DIR,B**, XVI/6 (1591-1600), nr. 155, p. 140-141;

**DRH,B**, vol. I (1247-1500), întocmit de P.P. Panaitescu și Damaschin Mioc, Editura Academiei Române, București, 1966, nr. 117, p. 201-202;