

Aims and Scope

Medievalista OnLine, the electronic journal of the Instituto de Estudos Medievais, was founded in 2005 in order to supply the need for a Portuguese scholarly journal devoted exclusively to the Middle Ages. Published twice a year (January and July) articles may be in Portuguese, English, French, German, Italian or Spanish.

Medievalista OnLine embraces an editorial policy whereby issues will usually comprise articles on a variety of subjects, with the occasional publication of themed issues. Texts from all disciplines on any medieval topic are welcome.

Medievalista OnLine is an open access journal, available free of charge, which publishes original research in the form of scholarly articles, conference papers, book reviews, résumés of recently defended Masters and Doctoral dissertations and items detailing the state-of-the-art of Medieval Studies.

Following an initial determination by the Editors of the appropriateness of a submission for publication in the *Medievalista OnLine* including verification of due compliance with the journal's Style Specifications, articles are presented for double-blind peer review, with acceptance for publication being contingent on the obtaining of two positive peer evaluations. Other contributions are subject to the Editors' approval. All articles and other contributions accepted for publication will be made freely available online and will be downloadable as pdf files.

Instructions for Authors – Copyright, Submission and Style-Specifications

i) Copyright and Open Access Policy:

The Editors expect that all texts submitted for publication in *Medievalista OnLine* will be original, unpublished works and that any other circumstances will be duly indicated and reported to the Editors who will decide accordingly. The Editors will assume that authors consent to *Medievalista OnLine* reserving the right to publish, reproduce and disseminate the texts at its electronic html address, in pdf and in open access repositories, platforms and directories.

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ii) Article Submission:

Texts should be submitted electronically to medievalista@fcs.unl.pt

All submissions are subject to an initial determination by the Editors and the Editorial Board as to suitability for publication according to the objectives, specifications and thematic concerns of the journal. Once authors have been notified of the results of the initial determination, texts accepted for consideration for publication are processed in conformity with their categorization. Accordingly, articles are presented for anonymous scientific evaluation by specialist reviewers. The Editors and the Editorial Board examine all other contributions in order to ensure compliance with the editorial criteria of the journal.

Medievalista OnLine reserves the right occasionally to publish texts considered by the Editors to be of elevated interest for Medieval Studies (in the *Destaque* or *Varia* rubrics), without submitting them to the double-blind peer review process.

The Editors undertake to inform authors of the conditions of publication as soon as possible, however, due to the time required for completion of the evaluation process including peer review, notification of acceptance, conditional acceptance and proposals for amendment, decisions relating to manuscripts can take up to 6 months.

iii) Rules for Presentation of Texts:

- All texts must be submitted in an editable digital format in font Times New Roman size 12, justified text with a line spacing of 1.5.
- The text may be divided into paragraphs, with or without subtitles, but without words in capitals, automatic bulleting, or any other type of additional formatting.
- The use of capital letters should be restricted to such as is in conformity with normal usage in the language in which the text is written.
- Comments on the text, additional information and bibliographical references should be presented in footnotes using Arabic numbering continuously throughout the article, and not in endnotes (or in any other system of inscription).
- A full Bibliography listing all titles referenced, ordered alphabetically by surname (surname in capitals) is mandatory. All Primary Sources shall be individually identified, distinguishing manuscripts from published material, under the heading "Primary Sources". All other material consulted should be listed under the heading "Studies".
- *Medievalista OnLine* accepts articles in Portuguese, English, French, German, Italian and Spanish not exceeding 20 pages, excluding bibliography and images.
- All texts must include date of submission to *Medievalista OnLine*, and clear identification of author/s, institutional affiliation (university, faculty and department / research unit, post code, city and country) and a professional e-mail.
- Articles should include an Abstract, maximum 200 words, and 5 keywords, both in the original language of the article and in English.

- All texts must present the title in English translation. If the original language is English, the title, abstract and keywords should be provided also in Portuguese translation.
- Articles should be sent in the [article's submission template](#). The remaining texts should follow the [other texts template](#). Both templates are available on the *Medievalista OnLine* website.
- Texts not in compliance with the editorial standards will not be published and will be referred back to the author/s.

Quotations:

- Quotations, however short, either in the main text or in the footnotes should be indicated by double quotation marks (“...”) regardless of the language of the quotation and without italicisation, underlining or bold type. However, Latin quotations or of a different language of the article should appear both italicised and with quotation marks.
- Quotations exceeding 3 lines in length appearing in the body of the text should be separated by a paragraph with a 1cm indentation from each margin.
- Any changes made to a quotation (such as interpolations, ellipses and additions) should be duly indicated in square brackets; eg: “The king [D. Dinis] spoke, being joyful at such news [...] and from there he departed for Lisbon.”

Use of Italics:

- Italics should be used to indicate foreign terms or phrases (such as Latinisms) and should not appear in bold-type or underlined.
- Italics should be used for titles of books, films, newspapers, magazines etc., but not for articles in journals, parts of a book, book chapters, songs, poems or other items, which should be presented in quotation marks and in accordance with the appearance of the same in the Bibliography.

Numerical References:

- Extensions should be avoided, eg: 50% and not 50 per cent.
- Decades and years should be written in numerical form, eg: 1250 and not one thousand two hundred and fifty; the 1980s and not the 80s, or eighties.
- Century must be written without abbreviation, and in association with the Arabic numeration, eg: 13th century and not XIIIth cent., or thirteenth century.
- Intervals of time or pages should be given in full without contraction, eg: 1383-1385 and not 1383-85; pp. 125-127 and not pp. 125-7.

Images:

- Images accompanying the article should be inserted in the paragraph following that in which they are mentioned [indicated with: (fig. x)].
- Images should be sent in an autonomous file with proper identification. Only JPG and RGB formats are accepted. Images must be 1000 pixels in width and height.
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- It is the authors' responsibility to obtain permission from the copyright owner for reproduction of the image.
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Footnotes:

- References to footnotes should be placed before punctuation marks (commas, full-stops, etc.), but after quotation marks or brackets.
- Bibliographical citations should be provided in full in the first instance. Thereafter citations must include the author's name, followed by the abbreviated title and the relevant pages, eg: GONÇALVES, Iria – *O Património do Mosteiro de Alcobaça...*, pp. 130-135.
- Do not use *idem* or *eadem* for author's names and of *op. cit.* or *ibidem* for works.

- Avoid all use of graphic signals and footnote references in tables or image captions.
- Do not include footnote references in the title or in the author's name.

Bibliographical references:

1. Primary Sources (arranged in alphabetical order)

1.1 Manuscripts (Names of repositories and collections should be provided with shelf mark)

Amiens, Bibliothèque Municipale, Ms. 223

Lisboa, Torre do Tombo, *OFM, Província de Portugal, Convento de Santa Clara de Coimbra*, Mç. 2, doc. 14.

1.2 Printed sources

Known author:

ZURARA, Gomes Eanes de – *Crónica da Tomada de Ceuta por el Rei D. João I composta por Gomes Eanes de Zurara*. Ed. Francisco Maria Esteves Pereira. Lisboa: Academia das Ciências de Lisboa, 1915.

BEDA – *De arte metrica*. Ed. C.W. Jones. Corpus Christianorum. Series Latina (CCSL) 123A. Turnhout: Brepols, 1975.

No known author:

CRÓNICA de Portugal de 1419. Ed. Adelino de Almeida Calado. Aveiro: Universidade de Aveiro, 1998.

2. Studies

2.1 Books with one author / editor

DIJK, Teun A. van – *Texto y contexto: semántica y pragmática del discurso*. 2nd ed. Madrid: Cátedra, 1984.

SILVA, A. Vieira da – *As muralhas da Ribeira de Lisboa*. 3rd ed., vol. I-II. Lisboa: Câmara Municipal, 1987.

2.2 Books with two or three authors / editors

ALMEIDA, Carlos Alberto Ferreira de; BARROCA, Mário Jorge – *História da Arte em Portugal. O Gótico*. Lisboa: Presença, 2002.

2.3 Books with four or more authors / editors

BEARMAN, J. P, *et alii* (ed.) – *Encyclopédie de l'Islam*. 2nd ed., t. 6. Leiden: Brill, 1991.

2.4 Articles and chapters in books

BARROCA, Mário Jorge – “Jacente de D. Rodrigo Sanches”. in BARROCA, Mário Jorge; MONTEIRO, João Gouveia (ed.) – *Pera Guerrejar. Armamento Medieval no Espaço Português*. Palmela: Câmara Municipal, 2000, p. 83.

MATTOSO, José – “O imaginário marítimo medieval”. in *Naquele Tempo. Ensaios de História Medieval*. Lisboa: Temas e Debates / Círculo de Leitores, 2009, pp. 223-236.

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ROSA, Maria de Lurdes – “A religião no século: vivências e devoções dos leigos”. in AZEVEDO, Carlos A. Moreira (dir.) – *História Religiosa e Portugal*. Vol. I. *Formação e Limites da Cristandade*. Coord. Ana Maria C. M. Jorge e Ana Maria S. A. Rodrigues. Rio de Mouro: Círculo de Leitores, 2000, pp. 423-510.

2.6 Journal articles

RUCQUOI, Adeline – “Le diable et les Manrique”. *Razo* 8 (1988), pp. 103-111.

2.7 Online articles and other digital materials

JORGE, Susana Oliveira, *et alii* – “Gravuras rupestres de Mazouco”. *Arqueologia* [Online] 3 (1981), pp. 3-12 [Accessed 6 July 1996]. Available at <http://www.uc.pt/foz-coa/arqgrav.html>

2.8 Proceedings

MIRANDA, José Carlos; LARANJINHA, Ana Sofia (ed.) – *Modelo. Actas do V Colóquio da Secção Portuguesa da Associação Hispânica de Literatura Medieval*. Porto: Faculdade de Letras da Universidade do Porto, 2005.

2.9 Reference works

DICIONNAIRE des orientalistes de langue française. Dir. François Pouillon. Paris: IISM-Karthala, 2008.

2.10 Theses, dissertations and other academic produce

COSTA, Adelaide Pereira Millán da – *Projeção Espacial de Domínios. Das Relações de Poder Ao Burgo Portuense (1385-1502)*. Lisboa: Universidade Aberta, 1999. PhD Thesis.

2.11 Digital documents: books (E-books), databases and resources:

OOLSON, Nancy B. et. al. – *Cataloging Internet resources* [Online]. 2nd ed. Dublin: OCLC, 1997, last edited 22 June 1999. [Accessed 24 March 2001]. Available at <http://www.purl.org/oclc/cataloging-internet>

2.12 Full documents of digital periodicals

Sociological Research Online [Online]. Manchester: SRO, 1996- . [Accessed 19 March 1997]. Biannual. Filed since 1996. Available at <http://www.socresonline.org.uk/socresonline>

2.13 Newspaper articles

Author attributed

GEADA, Eduardo – “A páginas tantas: espaço aberto da filosofia e do saber: a modernidade e a biblioteca”. *A Capital* (19 Nov. 1987), p. 9.

Author not attributed

“100 Empresas inscritas na gestão 88”. *Expresso 2: Econ. Desporto* (30 January 1988), 2E.

2.14 Audio and video documents

PINHEIRO, Paula Moura – “Bossa Nova”. *Câmara Clara*, RTP2, 25 May 2008.