



ARDETH: SUBMISSION GUIDELINES

General Description

Ardeth is a magazine on the power of design actions. Unlike the many magazines that revolve around the architectural world, Ardeth concerns neither with outcomes (architecture) nor with the authors (architects). Ardeth concerns instead with their operational work, i.e. projects.

Ardeth was founded in 2016 thanks to the support of Politecnico di Torino, Politecnico di Milano, Università IUAV - Venezia, Sapienza - Università di Roma.

The magazine is available online to subscribers. Libraries, individuals, and organizations interested in subscribing may do so through Rosenberg & Sellier. Hard copies of single issues are available from the publisher (Rosenberg & Sellier).

The journal is published biannually.

By submitting one's work for review and publication, all authors attest to, and agree to abide by, the magazine's code of ethical conduct:

1. The work in the paper is not published in any other form (book, book chapter, part of a book, etc.). We do not accept book summaries. If the work is published in part, or wholly, previously in a language other than English or Italian, you will need to declare this. In this case, it is up to the Editors' judgement to proceed with the review process, or to reject the paper as non-original work.
2. The paper is not being submitted to any other journal simultaneously.
3. The author is fully authorized to submit the material for publication.
4. If accepted, the paper will not be republished without the consent of the publishers.

If you have questions about the format of a submission or you wish guidance as to whether a subject is appropriate for Ardeth, please write directly to the email address redazione@ardeth.eu.

Submission Types

Ardeth accepts manuscripts in two submission types: Peer Reviewed Manuscripts and Solicited Manuscripts. These manuscripts are primarily text based (length 3÷6,000 words including notes, captions, and references). Essays should be grounded in relevant discourse, offer an original and critical contribution of a theoretical or a more empirical nature, and be supported by appropriate visual apparatus. Images have an argumentative and not illustrative nature.

Peer Reviewed Manuscripts

To submit a manuscript for peer-review, please email your manuscript to the Editorial Secretary (redazione@ardeth.eu). Authors are requested to follow the submission guidelines carefully (see below). Manuscripts not prepared accordingly will be returned to authors and this will inevitably lead to a delay in the editorial processing of the manuscript.

Solicited Manuscripts

Solicited manuscripts are sent directly to the editors and usually serve as the leading articles of a special issue that has previously been approved. Authors are free to express their own opinions. Editors retain normal editorial responsibilities, including the right of rejection. Please consult with the Editors before submitting un-solicited manuscripts of this type.

Visual Essay

Ardeth welcomes visual essays for the special section of the magazine that is primarily image-based and specialized in the production of knowledge through images; a visual essay is allowed a written text of less than 1,000 words to support images (including endnotes and references). Authors are requested to follow the image submission guidelines carefully (see below).

Book Reviews and other short contributions

Book reviews, conference calls, short reports and the like should be sent to the Editorial Secretary (redazione@ardeth.eu). These materials will be considered for publication either on-line or in the printed version of the magazine. Length should not exceed 500 words.

Submission Process

- The editorial review process lasts several months, depending upon the availability of expert reviewers, the work submitted, and the editorial calendar. Each call for papers will define specific deadlines for papers submission (roughly 7 months before the expected publication).
- Manuscripts should be submitted both as a Word document (see below for structure and style guidelines) and a PDF file. They should include the following: title of article, abstract, 3 to 5 keywords; main text; references; appendices; acknowledgements (as appropriate). A title page, including author names and affiliations, contacts, and acknowledgements, should be submitted as a separate document (see Section 2.5 below).
- Author names and any words or phrases that may allow reviewers to infer these names should not appear in the manuscript, its main text, references and appendices. They should only be included in the title page, which should be submitted separately.
- Authors for whom English and Italian are not their native language are recommended to work alongside a native speaker familiar with the field of research to produce a manuscript that meets an acceptable language standard. Such support should be acknowledged and certified in a separated document. Eventual professional editing services are paid for and arranged by the author, the use of one of these services does not guarantee acceptance or preference for publication.
- Manuscripts must meet the requirements for word count, image count, and scholarly content to qualify for blind peer review. Manuscripts that do not meet these minimum requirements will be rejected without review. Alternatively, authors will be notified that a magazine Executive Editor has been assigned to handle the peer review process within 2 months after submission.
- Reviewers are selected by the Editors. Authors may not suggest reviewers. The list of Ardeth reviewers is updated every year.

- The review process for scholarly manuscripts is double-blind. The author's identity will not be revealed to the reviewers. Likewise, the reviewers' identities will not be revealed to the author.
- Manuscripts accepted for peer review will receive one of the following decisions: accept, accept pending minor revision, accept pending major revision, or reject. Authors will receive comments on the manuscript regardless of the decision.
- In the event of a split decision, the manuscript may be sent to a third reviewer.
- In the event that a manuscript is accepted pending revision, the author will be responsible for completing the revisions within the deadlines imposed by the production schedule. If the author is unwilling or unable to revise the manuscript, the manuscript will not be published, and the author may withdraw the manuscript.
- The Executive Editor will be responsible for determining if a revised manuscript meets the revisions requested. If the Executive Editor determines that a revised manuscript fails to address the revision requirements, the executive editor may reject the revision or request additional revisions.
- Once the Executive Editor accepts a revised manuscript, the revision may be sent out for a second round of peer review. In the event a manuscript requires a second round of major revisions, the Executive Editor may reject the manuscript.

1. Style and Conventions

Please prepare your manuscript as a Word document using A4 portrait page size and regular margins (top 2.5 cm, bottom 2.5 cm, left 2.5 cm, right 2.5 cm). All text, including tables and figures, should be typed in Cambria font. Main text and headings should be in font size 12, while the captions and titles of tables and figures, and the text in them are to be in font 11.

Line spacing should be single. Text should be right and left justified.

Use italics for emphasis, not bold or underlining. Use bullets in the text to break up lists and the like, rather than a), b), c) etc. Use single quotation marks. Dates should be in the form of 'day month year', e.g. 10 May 2015. When using abbreviations or acronyms, spell them out in full on their first use (except for universally known ones such as UK, USA, NATO etc.). Do not use full points within abbreviations or acronyms.

2. Structure

2.1. Sections and headings

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line.

The highest heading level should be typed in uppercase and bold. The next heading level should be bold, capitalizing the initial letter of each word. The third heading level should be italic, with the initial letter of only the first word typed in capital.

Leave one line of space before and after each heading.

2.2. Abstract

Your paper should begin with an abstract of about 150 words. Do not include any references in your abstract.

2.3. Keywords

Keywords should follow the abstract. 3 to 5 keywords should be provided.

2.4. Main text

The main text is to follow the abstract and keywords, presented in sections and subsection.

2.5. Title page

A title page should be prepared and submitted separately. This should include the title of the article, name(s) of author(s), full professional postal addresses, current affiliation and a clear indication of who the corresponding author is. If applicable, the title page should include any acknowledgements, including professional language editing.

3. Figures

Maps, diagrams, charts and photographs should be referred to as 'Figures' and should be numbered in a single sequence in the order in which they are referred to in the paper. All figures should have brief captions.

Figures should be referenced in the text where you would ideally like them to appear and be supplied digitally as separate files. Figures can be either .jpg or .tiff scanned at 300 ppi and not to exceed 140 mm on the long axis. Line drawings should be .eps files at 1200 ppi and not to exceed 140 mm on the long axis. Ardeth will be printed in b/w: images should be saved as grayscale.

4. Quotations

Quotations in the text of more than 30 or so words should be pulled out of the text and indented, using indents, not tabs. They should have a line space above and below them. Indented quotations should not be put in quotation marks. Italicise only those parts of the quotation that were in italics in the original, unless you specifically want to stress part of a quote, in which case you should add '(emphasis added)' after the quotation.

5. References

Ardeth magazine uses the author-date system in references and follows the Harvard referencing style. Please avoid using footnotes wherever possible. However, where their use is unavoidable, please use superscript numbers within the text corresponding with the number of the relevant footnote.

5.1. End References

The references section should be a continuous alphabetical list. Do not divide the list into different sections (books, reports, newspaper articles etc.). Where there is more than one reference to the same author, that author's references should appear in chronological order, with references to that author in conjunction with others coming after the last reference to the author alone.

Example of a correct list of end references:

- Aristotle (1996), *Physics*, trans. R. Waterfield, Oxford, Oxford University Press.
- Bredenkamp, H. (2004), *Frank Gehry and the Art of Drawing*, in M. Rappolt, V. Robert (eds.), *Gehry Draws*, Cambridge (MA), The MIT Press, pp. 11-29.
- Law, J., Hassard, J., (eds), (1999), *Actor-Network Theory and After*, Oxford, Blackwell.
- Tafuri, M. (1979), *Main Lines of the Great Theoretical Debate over Architecture and Urban Planning. 1960-1977*, "A+U", n. 1, pp. 142-161.
- Venturi, R. (1966), *Complexity and Contradiction in Architecture*, New York, Museum of Modern Art.
- Venturi, R. (1998), *Iconography and Electronics upon a Generic Architecture: a View from the Drafting Room*, Cambridge (MA), The MIT Press.
- Venturi, R., Scott Brown, D., Izenour, S. (1996 [1972]), *Learning from Las Vegas: The Forgotten Symbolism of Architectural Form*, Cambridge (MA) - London, The MIT Press.
- Yaneva, A. (2009a), *The Making of a Building: A Pragmatist Approach to Architecture*, Oxford, Peter Lang AG.
- Yaneva, A. (2009b), *Made by the Office for Metropolitan Architecture. An Ethnography of Design*, Rotterdam, 010 Publisher.

5.2. Short References

You must make sure that all the short references which appear in the text are given in full in the references section. Where there is more than one reference to the same author for the same year, they should be listed as 2009a, 2009b, etc.

The short references that appear in the text paragraphs have to be inside round brackets following this structure: (Author, YEAR: pagenumbers). When the book is made by two authors, the names must be separated by a comma: (Author1, Author2, YEAR: pagenumbers). When the authors are three or more the abbreviation et al. must follow the first author name: (Author1 et al., YEAR: pagenumbers). When you want to quote, within the same brackets, two or more references, those references should be separated by semicolon: (Author1, YEAR: pagenumbers; Author2, YEARS2: pagenumbers).

Some examples of short references from the previous list:

- (Law, Hassard, 1999)
- (Tafuri, 1979: 142-161)
- (Venturi et al., 1972)
- (Yaneva, 2009a: 87; Yaneva, 2009b: 32-33)

5.3. Referencing online resources

Online resources can be referenced using the above mentioned principles, but with



some small difference. If you want to reference an article from an online journal/webzine, you must write Online between square brackets right after the title of the magazine; at the end of the reference you need to write "Available at:" (without quotations mark) followed by the link to the resource (no shortner are allowed); after that, between square brackets, the last access date. An example:

Stouhi, D. (2018), *45 Construction Terms & Concepts All Architects Should Know*, "ArchDaily" [Online]. Available at: www.archdaily.com/898221/45-construction-terms-and-concepts-all-architects-should-know [Accessed 19 July 2018].

If you want to reference a site, you need to replace the name of the author with that of the website, and the name of the reference title with the title of the specific webpage you are addressing to:

Thisthingcalledtheory (2015), *This Thing Called Theory / AHRA 2015* [Online]. Available at: <http://www.thisthingcalledtheory.com> [Accessed: 1 July 2018].

If you want to reference an online video, you need to replace the name of the author with the screen name of the uploader and add Online Video ,between square brackets, after the title of the video:

AA School of Architecture (2018), *'This Thing Called Theory': Double Crossing* [Online Video]. Available at: www.aaschool.ac.uk/VIDEO/lecture.php?ID=3875 [Accessed: 1 July 2018].