

NORMS FOR THE PRESENTATION OF ORIGINAL PAPERS

QUINTANA is a magazine about the history of art, issued annually, which publishes original research papers about any of the specialities related to the Arts, without discarding interdisciplinary approaches, which enrich their study. The publication of research papers is structured in two sections: the first one – THEME – is of a monographic character, and its content is planned beforehand by the Composition Committee, who invites well-known specialists in the chosen theme, whilst the second one - COLLABORATIONS – is open to contributions about any theme.

The papers which are presented in the COLLABORATIONS section will be subjected to assessment using a system of external review based on double anonymity. The magazine will use two reviewers, members of the Scientific Committee, to assess each article received, and will resort to a third reviewer in the case of discrepancy. The articles which are finally published will include reception dates, review and acceptance. The magazine's Management and the Composition Committee will have ultimate responsibility for the selection process, and will communicate the editorial decisions taken to the authors.

The papers must be unpublished and may be written in Galician, Spanish, Portuguese, Catalanian, French, Italian or English. The maximum length will be 15 pages, using one and a half spaces and written only on one side of DIN- A4 sheets. The paper's heading, the text, the footnotes and bibliography will be written in size 12 type; long quotes will be written in size 10 type in a separate paragraph with an indentation on the left.

The papers must be headed in the following way:

- title of the article: centred, block capitals in bold, size 12
- name and surnames of the author: below the title, centred, with fine small letters of size 10.
- University (or centre) to which the author belongs: below the name, centred with fine small letters of size 10.
- Brief summary of the article in Spanish: not longer than 150 words.
- Key words from the article in Spanish, maximum five.
- Translation of the summary in English (abstract)
- Translation of the key words in English (keywords)

The notes will be presented at the end of the text, numbered correlatively and within a sole electronic file. The indications to the notes within the text itself will be done in superscript. Independently of the notes system used, this should always be clear, coherent and systematic.

The indentation of the first line of the paragraphs, both in the text and in the footnotes will be done with the "format" or "paragraph design" specific options from the toolbar.

The maps, graphs, drawings, plans (without framing) and photographs will be numbered consecutively with Arabic numerals (e.g. Fig. 1, Fig. 2, etc.). the corresponding footnotes must be as complete as possible (author, work, location, chronology and copyright if need be). The drawings will be done on good quality white paper. The photographs will be presented on glossy paper with a good contrast as a slide or on a CD-ROM (format TIFF or JPEG with a

minimum resolution of 300 dots per inch.) Up to 15 figures may be included in each paper.

Each paper will be presented with a printed copy and a diskette or CD upon which the author's name, the full title of the work, the word processor used and its version will be marked.

Besides, in an independent file, also printed, the following will be added:

- A list of figures, numbered correlatively with corresponding footnotes.
- The author's address, contact telephone number and brief curriculum vitae, of about 10 lines, which will include his/her qualifications, university or centre to which he/she belongs, position, main publications and line of research.

The editors reserve the right to make slight alterations to the papers received, with the sole objective of correcting mechanical or linguistic mistakes. If the modifications needed were significant, the author would be consulted to request his/her approval. The editors also reserve the right to not publish any figures which they consider to be of poor quality.

The printer's copy will be reviewed by the authors, who will make the pertinent changes, correct printing errors and send them back within a week of reception. Any delay in sending back the copy will mean that the article will be published without the author's corrections.

Original papers will be sent to the following address:

QUINTANA
Facultade de Xeografía e Historia
Departamento de Historia da Arte
Universidade de Santiago de Compostela
15782 Santiago de Compostela
E-mail: quintana@usc.es