

# SINAPPSI

## BIBLIOGRAPHIC CONTENT STANDARDS

### BIBLIOGRAPHY GENERAL REQUIREMENTS

- There must be one single bibliography placed at the end of the article.
- The bibliography must include all sources cited in the text and in the notes; this list must be up to date.
- The bibliography must be in alphabetical order by surname of the author or editor, or the first author or editor in case of multiple authors, and in chronological order of publication starting with most recent works (for multiple works by the same author published in the same year, use a, b, c, etc.).
- For articles by multiple authors, the names of all authors must be listed.

### MONOGRAPHS

#### Authors:

Surname and first initial followed by a full stop (year in parenthesis) *Title of volume in italics*. The subtitle, if present, is written in italics and preceded by a full stop. Place. Publisher.

For works with multiple authors, list all authors with a comma separating each name.

For works with editor/editors, replace (edited by) with (eds.) for multiple editors and list all editors with a comma separating each name, replace (ed.) for a single editor.

If the monograph is one of a series of works, include the name of the series and relative number after the title.

### ARTICLES IN JOURNALS/PERIODICALS

Author's surname and first initial followed by a full stop (year in parenthesis), Title of the article in Roman. The subtitle, if present, is preceded by a full stop. *Title of periodical/journal in italics*, Volume of journal, Issue number designated with n. and the number in digits, page range of article designated with pp. ...-... (no space after full stop. E.g.: pp.33-45).

For articles with multiple authors, list all authors. Include the DOI, if present, enclosed in angle brackets <> without spaces before or after.

### EXCERPTS FROM MONOGRAPHS

Author's surname and first initial followed by a full stop (year in parenthesis), Title of the article in Roman: subtitle (if present), **in** author's surname and first initial

followed by a full stop, *Title of volume in italics*, Place, Publisher, page range of article designated by pp. ...-... (no space after full stop. E.g.: pp.40-60).

For works with multiple authors, list all authors.

If the volume containing the excerpt has an editor, follow the relative indications for volumes with editors.

### **INAPP TEXTS**

Inapp texts follow the indications outlined above. However, monographs must ALWAYS list Inapp as first author or editor.

### **GREY LITERATURE**

Grey literature follows the above indications with regard to the format Author/Date. All useful data that allows readers to find the publication must be included.

Author (year), title of article, *additional information*. If available, include the link to the document and/or the DOI set off by angled brackets <> with no spaces before or after.

### **JUDICIAL OPINIONS**

The legal body that issued the judgment {Cassation, Court, Council of State), type of act adopted {Sentence, Ordinance, Decree), section of the legal body that issued judgment (if applicable), date of the judgment, number or name of the parties involved (if applicable. If there is a name after the date, the sentence is from a criminal court).

### **LEGISLATION**

In each chapter, the first citation must be complete.

(e.g. Presidential Decree (D.P.R.) 26 July 1976 n.752, Implementing rules of the special statute of the Region of Trentino-Alto Adige with regard to...)

Successive citations may be abbreviated (e.g. D.P.R. n.752/1976).

Citations of articles of law must precisely identify the norm in question (e.g. article 5, subsection 2, Presidential Decree n. 752/1976).

Citations within the text: Law n.150/ 2000, or L. n .150/2000.

### **ELECTRONIC RESOURCES**

Electronic resources follow the indications outlined above with respect to the format Author/Date. ALWAYS include the link to the text and/or webpage in question. For pages, insert the wording (“consulted on...”). Short url’s are preferable, which can be transformed by using the site <https://bitly.com/> for example.