

Special characters and alphabets

Rules for authors

Special characters and alphabets

Contributions can contain signs or special symbols (phonetic symbols, alphabets from Eastern or Central Europe as well as Non-Latin Alphabets). Especially foreign words in Non-Latin Alphabets can be written in their original alphabet, or be transliterated (in italic), i.e. transcribed into Latin characters. The second solution is almost always to be preferred, but Authors who find it necessary to use alphabets such as Arabic, Chinese, Cyrillic, Hebrew, Japanese, Ancient Greek etc., are kindly requested to adhere to the following guidelines.

A) Bibliographic references of works in other languages

As regards bibliographic references (given in the main text and in footnotes, or in the final bibliography), all names and titles should always be transliterated following the rules of the ISO (International Standard Organization), and the same for the place and the publisher. As optional, a notation, that is: “(in Arabic)”, or “(in Russian)” could be added.

E.g.:

Uchajkina, Nina (2005), *Ideja sowerschenstwowanija w kontwekste utopicheskogo prostranstwa*, *Filosofija i budushee tsiwilizatsii*. Moskau. S. 490–495 (in Russian).

If possible, and in order to allow a better understanding of the cited works, Authors are also asked to provide, after the original title and within square brackets [...], the translation of the title, which is to be given in the same language of the contribution (English, or French, etc.). E.g.

Ja-bonsembi. Monkanda molo tanga bo [Language of Monsembi. First reading book], Lukolela, 1892 (in Lomongo).

H. Wereszyncki, *Koniec sojuszu trzech cesarzy* [The end of the Three Emperors' League]. Warsaw, PWN, 1977 (in Polish).

B) Citations of single words and/or names within the main text

If Authors so require, they can quote in original form and characters those single words, or names, which are particularly meaningful, to be cited in the text with the aim of making it more significant.

In this case, it is possible to write the single word/name in original form and non Latin characters (e.g. Japanese), also equipping it with its exact transliteration in Latin characters and/or translation (within round brackets), given in the language of the contribution.

E.g.:

Bodhisattva Kannon (觀音 Avalokiteśvara) is represented with many arms, eyes and heads so that he can turn everywhere, see everything and save all human beings. The original shape or the main body of the bodhisattva are called Sei-Kannon or Shō-Kannon (聖觀音) whilst the bodies with which he becomes visible in the world, or manifestations of bodhisattva, are countless.

How to submit text with non-Latin fonts

As a general rule, Authors are asked to restrict the number of non Latin characters to the bare essentials. But, if using original non-Latin characters may help in better understanding the text, Authors must provide the file of the fonts used to the editorial office via e-mail (hecl@unimc.it), or send it on cd-rom.

Again, the text containing special characters must be submitted in digital format (.doc or .rtf file) and in a .pdf format as well, and finally (which is the most important) together with a printed paper-copy (after ensuring that the fonts have properly been printed out), to the following address:

History of Education & Children's Literature
c/o Dipartimento di Scienze dell'educazione e della formazione
Facoltà di Scienze della Formazione
L.go Bertelli - Contrada Vallebona
62100 – Macerata
ITALY

This will allow the editorial office to access the original print out and so to elaborate manually the text, wherever the editorial paging did not turn out well.