**The papers are to be sent until the 1st of July 2021** to the following address: ileanacioarec@yahoo.com;

**Conditions for editing the texts**

**1. The presentation format**

* The papers are required to have between 8 and 24 pages, on the following format (in case there are used illustrations, they cannot exceed 33% of the total number of pages);
* Page layout: B5 JIS, margins: top-2cm; bottom-2cm; left-2cm; right-2cm
* The articles are to be written in either Romanian or English, using Times New Roman, font size 12, single line spacing, justified alignment
* The footer is to be inserted continuously, Times New Roman, font size 10, single line spacing, justified alignment
* All the papers need to have an abstract and 5 key words
* The papers are to be drawn up according to the following structure:
* **The title of the paper**
* **The name of the author/authors and their institutional affiliation** (below the author’s/authors’ names, it is noted the title/degree, institutional affiliation, email address).
* **Abstract** (the abstract consists of 200 words, translated into English. It presents, briefly, the objectives, the approached topic and the conclusion of the paper. There are not used abbreviations or quotations, nor fragments from the text itself).
* **Key words (**the author/authors must choose 5 key-words that represent the topic of the paper. The key-words are translated into English).
* **The body of the paper**
* If the work contains images, they are sent separately, *jpg* format. The manuscripts that have graphic elements in are to have references that specify their display and succession (preferably, in an annex, at the end of the text), having indicated for each the number of the figure/photo/picture, which represents the illustrations, along with their source of provenience.
1. **Footers**
* The bibliography is to contain the footers only, numbered continuously.
* In the footer, the order of the information is: author’s name, author’s surname, title of the work (Italic), volume, place of publishing, print, year, page.

**Example:** Georgeta Ghionea, *Istoria băncilor urbane din Oltenia, în date, statistici şi corespondenţă (1880-1948),* Târgovişte, Cetatea de Scaun Print, 2015, p. 25-31.

* If there are mentioned more references to the same work in the footers, there are used the following procedures:

 - When the reference is made immediately after the first quotation of the work, the information is substituted by *Ibidem*, then, when the case requires, it is mentioned the page.

 - When a new reference to the same work comes after several other footers, it is mentioned the name of the author, the other information is substituted by *op. cit.* (in Italic), followed by the page.

 - If there is an author with several quoted works, intercalated with other footers, it is mentioned the name of the author (eventually abbreviated), then the page.

 - When an author is quoted successively, with several works, the name is replaced by Idem (or Eadem, for feminine).

 - When the author of the paper uses a quote, not from the first source, but from another, it is introduced by the mention Apud.

**Examples:**

1. Cezar Avram, *Politici Agrare în Oltenia anilor 1949-1962. Mutaţii socio-economice în satul românesc*, Craiova, Editura de Sud Press, 1999, p. 59-65.
2. *Ibidem*.
3. *Ibidem*, p. 89.
4. Idem, *Construcţia europeană. Evoluţie, instituţii, programe,* Craiova, Universitaria Press, 2003, p. 56-58*.*
5. Apud Anca Ceaușescu, Simona Lazăr, *Habitatul din Câmpia Olteniei din preistorie până la începutul epocii contemporane*, Craiova, Universitaria Press/Bucharest, Pro Universitaria Press, 2013, p. 125-127.
* If it is quoted a study from a periodical speciality journal, the title of the study is mentioned in Italic, and the name of the journal with usual letters, between quotation marks (including for the studies and articles in a foreign language).

**Example**: Anca Ceaușescu, *Tradiții şi obiceiuri agrare în sudul Olteniei*, in “Arhivele Olteniei”, New Series, Bucharest, Romanian Academy Press, no. 30/2016, p. 261-272.

* In case it is quoted an article published in a volume of studies, the title of the article and the name of the volume is mentioned in Italic, as in the model:

**Example**: Ileana Cioarec, *Domeniul funciar al bisericii Obedeanu din Craiova*, in Lucian Dindirică, Mihaela Bărbieru (coord.), *O viaţă în slujba cercetării. In honorem Cezar Avram*, Târgovişte, Cetatea de Scaun Press, 2016, p. 506-513.

* When it is mentioned the archive source, it is mentioned the owning institution (it can be used an abbreviation after a first integral mention of its name), then the name of the used collection (in Italic), the name of the file, the year and the leaf.

**Example**: Central Historical National Archives (further quoted as CHNA), collection *Ministerul Cultelor şi Instrucţunii Publice*, file 3/1878, l. 12.

* If there are quoted Internet sites, there is also mentioned the date they were accessed, because it is assumed that these sites can be subjected to periodic modifications.

**Example**: See http://madr.ro/docs/dezvoltare-rurala/rndr/buletine-tematice/PT12.pdf, accessed on June 5th 2020.