

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 typeface. 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.

All quotation marks must be double.

In the case of didactic dashes, a long dash should be used, with a space on both sides in order to separate it from the rest of the sentence. In any other case (ranges, routes, etc.) a short dash must be used, without spaces.

The abbreviation of Ibidem must be written "ibid." (without quotation marks, in regular font).

Notes are welcome only if referring to archival documents or to any element that could make the author's argument falsifiable (we strongly advise against bibliographic notes). In case notes are absolutely necessary, their text should be brief and specific; notes will be published as footnotes in the same page of the main text they refer to. The number of a note must be written with an exponent; the number must always be placed after the point and before the other punctuation marks; the number in superscript also follows the quotation marks; in the case of a note within brackets, the superscript number must be placed inside the brackets too.

2. Structure

2.1. Sections and headings

Divide your article into clearly defined sections. Subsections are not allowed. Sections must not be numbered.

Headings should be in italics. If you are writing in English, all words in titles and headings must have uppercase initials except for articles, prepositions and conjunction.

Leave one line of space before each heading.

2.2. Abstract

Your paper should begin with an abstract of about 150 words. Do not include any references in your abstract. It must be submitted for *submitted manuscripts*, *solicited manuscripts* and *visual essays*.

2.3. Keywords

Three to five keywords should be provided. They should follow the abstract. Keywords will be used to generate metadata for papers' indexing.

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 as a separated file. This should include the title of the article, name(s) of author(s), current affiliation, institutional email address and a clear indication of who the corresponding author is.

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. Figures must not be more than six. All figures should have brief captions (no more than 50 words for each figure) that should be included in a *Caption file*, a word document sent along with the manuscript (see *Submission Process* section).

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 saved at 300 dpi and with a length of 140 mm on the long axis. Line drawings should be .eps files at 1200 dpi and with a length of 140 mm on the long axis. "Ardeth" will be printed in b/w; images should be saved as grayscale.

Avoid grays below 70% of black as they will not be clearly visible when printed.

Authors are responsible for obtaining permission from copyright holders for reproducing any figures used in their articles.

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.). The first letter of the author's name must appear after the surname, separated by a comma. If the author has two (or more) names, the two (or more) initials must be separated by a space.

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. If there are multiple authors, they must be separated by a comma.

If the authors are three or more, the reference can be abbreviated by writing "et al." (regular font, no quotation marks) after the first author, without comma.

If the name in the reference is the editor of the publication, you must write "(ed.)" (without quotation marks, in round brackets) after the name, separating the two with a comma. If the editors are two or more, you must write "(eds)" (without quotation marks, in round brackets) at the end of the names, but preceding it by a comma.

If you are referencing an article in a journal or a magazine, monographic or not, the name of the article must be in italics and the name of the magazine between quotation marks in regular font. The two names must be divided only by a comma, without any "in". After that, the year, the number of the issue and the number of the volume must follow, in that particular order.

The referenced page range must be indicated with short dashes. If the referred page number(s) is in latin numerals, they must be reported in lowercase.

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.
- Tafari, 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:

(Aristotle, 1996)
 (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:

This thing called theory (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].