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# HUARTE DE SAN JUAN

Geografía e Historia / Geografia eta Historia

Revista de la Facultad de Ciencias Humanas, Sociales y de la Educación de la Universidad Pública de Navarra  
Nafarroako Unibertsitate Publikoko Giza, Gizarte eta Hezkuntza Zientzien Fakultatearen aldizkaria

## SUBMISSION RULES

All papers sent to *Huarte de San Juan. Geografía e Historia* to be published must be original and unpublished. They must be sent by e-mail to:

[huartedesanjuan.historia@unavarra.es](mailto:huartedesanjuan.historia@unavarra.es)

The sending of an original paper to be published entails accepting the instructions gathered in these publication rules.

### 1. Submission of originals

- Papers sent to be published must be written in Times New Roman font, size 12.
  - The author must state their data: name and two surnames, university or institution they belong to, e-mail and Orcid ID.
  - Papers must be 50,000 characters at the most (including spaces, notes and bibliography); notes will be included as footnotes.
  - The first page must include the title of the paper, a 150-word-long abstract (at the most) and 5 key words, all of them in Spanish and English. The journal management will be responsible for translating it into Basque.
- The abstract must describe the aim of the paper, sources and method, argument and conclusions.

### 2. Style rules

#### ***Paper structure***

Should the author deem so appropriate, the text may be divided into a reasonable number of sections. Before and after each section's headline a blank line must be inserted.

The headlines of each section will be numbered with Arabic numerals.

#### ***Tables, graphs, images and maps***

They must include a mention of the sources used to draft them, and they must be properly numbered and entitled, in such a way that the references used for these elements in the text correspond to their numbers.

Authors have a responsibility to make sure that the graphic material has been granted the required permission to be published.

Images will be sent in a different electronic file, preferably in a TIFF or JPG format, with a resolution of 300 dpi. Maps and graphs must be in vectorial format so they can be edited without compromising the quality of image.

### **Literal quotations**

Short quotations (up to three lines) must be enclosed in quotation marks within the body of the text. Quotations longer than that will be independent and indented, in smaller font size.

### **Bibliographic references**

Bibliographic references must be quoted on footnotes:

The reference will be abbreviated, preferably not between brackets, unless the writing style indicates otherwise. Surname(s), year, and pages (p. x o pp. x-x). If several works are referenced, each of them will be separated from the others by a semicolon.

For example:

Rodríguez, 1998, p. 294, or Rodríguez, 1998, pp. 294-296 if a range of pages was to be referenced, or Rodríguez, 1998, pp. 294, 296 if those two pages were to be referenced.

Rodríguez, 1998, p. 294; Mena García, 1992a.

When an author has two or more entries with the same year, in order to avoid ambiguity a lowercase letter will be added alphabetically: 1992a, 1992b... The date must appear with its corresponding letter both in the footnote, if abbreviated, and in the final bibliography.

For example:

Mena García, 1992a, pp. 12-14.

Mena García, 1992b, pp. 121-123. (References to page numbers are not abbreviated, i.e. it would be 121-123, and not 121-3 nor 121-23).

### Quoting old works

When the bibliographic reference corresponds to an older work (before 1900), it will be quoted: Surname(s), *Title*, p. x (or pp. x-x).

For example:

Fernández de Oviedo, *Sumario de la natural historia*, p. 98.

In the case of works by several authors, the surnames of three of them at the most must be quoted. If there were more than three authors, *et al.* must be added after the first surname.

For example,

Castany *et. al.* (eds.), 2011, p. 28.

### **Final bibliography**

The final bibliography must only include works quoted in the paper. All elements in the reference must be separated by commas, with the following structure:

Books:

Surnames, Full name, *Title of the work in italics*, place, publisher, year.

Examples:

Acosta, José de, *Historia natural y moral de las Indias*, ed. Fermín del Pino, Madrid, Consejo Superior de Investigaciones Científicas, 2008.

Aínsa, Fernando, *De la Edad de Oro a El Dorado. Génesis del discurso utópico americano*, México, Fondo de Cultura Económica, 1998.

Articles:

Surnames, Full name, «Title in round fonts (between angle brackets)», *Journal* (in italics and with name in full, not abbreviated), volume.number (in Arabic numerals) or number (in case there is no volume), year, first and last page (pp. xx-xx).

Example:

Carrillo Castillo, Jesús, «Naming Difference: The Politics of Naming in Fernández de Oviedo's *Historia general y natural de las Indias*», *Science in Context*, 16.4, 2003, pp. 489-504.

Papers on collective works:

Surnames, Full name, «Title in round font (between angle brackets)», in Name and surnames (ed.) ((or coord. or dir., as applicable), *Title of the collective book in italics*, place, published. Year, first and last page (pp. xx-xx).

Example:

Delgado, Ángel, «El hispanismo y la crónica de América: ¿por qué editar y estudiar a Hernán Cortés», en Pablo Jauralde *et al.* (eds.), *La edición de textos: actas del I Congreso internacional de Hispanistas del Siglo de Oro*, London, Tamesis, 1990, pp. 169-175.

In older works it might be worth stating, apart from that edition's publishing date, the text's original publishing date. In that case, the original date must be included after the publishing date, between square brackets.

Example:

Faleiro, Francisco, *Tratado de la Sphera y del arte de marear*, Madrid, Fundación Histórica Tavera, 1998 [1535].

If any of the publications appearing in the bibliography has a doi assigned, it must be included.

Example:

Bianchini, Maria Chiara, "De la represión al patrimonio: vestigios de la violencia de estado en Madrid y Santiago de Chile", *Revista de Dialectología y Tradiciones Populares*, 70.2, 2015, pp. 399-426. doi: <https://doi.org/10.3989/rntp.2015.02.005>.

When reference is made to documents which are digital or available on-line, the latest date of reference must be included between square brackets after the URL.

Example:

International Coalition of Sites of Conscience, Interpretation of Sites of Memory, 2018, <https://whc.unesco.org/en/activities/933/> [last reference on 10 March 2020].

### ***Other issues to consider***

The inverted commas system must be as follows:

General inverted commas: « »

Inverted commas inside general ones: “ ”

The footnote references must appear before the punctuation mark, not after it.

No imprecise abbreviations must be used. Some examples are *op. cit.*, *id.*, *ibid.*, *loc. cit.*, among others. Unnecessary Latin-rooted words must be avoided. When one work is repeatedly quoted in a text section, after the inverted commas the number of page or pages will be stated between brackets in the body of the text, after the first footnote. This must be done as long as the quotations are consecutive and there are not references to other works in between. If there were, an abbreviated footnote must be included.

Most common abbreviations:

Page or pages: p., pp. (no pag. o pags.)

Sheet: sht, shts (nor s or ss)

Number: no, nos (not nº)

Volume: vol. o vols.

See (not s)

### **3. Proofreading**

Authors will receive the first drafts for proofreading, which will include grammar mistakes and typos. No modifications that alter in a significant way the font style. The editor and journal manager will be in charge of the second review.

In exceptional and duly justified cases, there may be a correction on the second review.