

## Proceedings of the 18<sup>th</sup> International Congress of Christian Archaeology, Belgrade 2024

### GUIDELINES

#### Submission

Contributions to the Proceedings of the 18<sup>th</sup> CIAC must be submitted by, and no later than **January 31, 2025** to the following e-mail address: [actaciac18@gmail.com](mailto:actaciac18@gmail.com)

All documents should be named after the author's name, for example: smith-text.doc, smith-figure1.jpg, etc. The text file, in Word format, must be submitted along with the illustrations, preferably via e-mail, or alternatively through WeTransfer.

**IMPORTANT:** Contributions that are not submitted by **January 31, 2025** or that do not comply with the specified number of characters or illustrations, or that do not adhere to the editorial guidelines, **MAY NOT BE PUBLISHED**. The author must keep a complete copy of the article and illustrations.

#### THE TEXT

##### Length and formatting

- Accepted languages: Italian, French, English, German, and Spanish.
- For Presentations and Posters, the texts provided must not exceed 40,000 characters, including spaces and captions.
- The author must indicate their full name and affiliation.
- The text must be justified and written in Times New Roman, size: 12, line spacing: 1.5; for footnotes, size: 10, line spacing: 1.
- Internal subdivisions with headings and subheadings are allowed but should be limited in number.
- Numeric division of paragraphs (e.g., 1.2.5.) is not permitted.
- Underlining must be completely avoided.
- Modern language quotes should be in regular font and placed in double quotation marks " " (quotes within quotes should be in « »).
- Latin quotations (including place names) should be in *italics* without quotation marks, while Greek quotations should be in Greek characters, complete with accents, in regular font without quotation marks.
- Use lower case for adjectival usages of historical periods: late antique, early medieval, late medieval, (not late-medieval, or Late Medieval), e.g. a late medieval manuscript.
- Capitalize recognized historical or cultural periods e.g. Late Antiquity, the Middle Ages (but the early Middle Ages, the late Middle Ages), the Renaissance.

- Centuries should always be spelt out in full, avoid formula such as *c.* or *cent.* e.g.: in the sixth century.

## ILLUSTRATIONS

- A maximum of **six** illustrations can be included.
- Illustrations should **not** be embedded in the Word text but sent as separate, numbered files. Captions for illustrations should be supplied as a separate Word file.
- In the main text, all illustrations must be referenced using the abbreviations “Fig.” “Pl.”
- Caption formatting: provide the number (e.g., Fig. 1, Fig. 2, Pl. 1, Pl. 2), followed by a description or identification of the object, and the author of the illustration (“Photo/Map by the author” if the author of the illustration is also the author of the contribution, or using a brief bibliographic reference including page number). Each caption must include the source of the illustration (archive with negative number, courtesy of the institution, publication from which it is taken, photographer, etc.).

e.g.:

Fig. 1: Description of the object. TESTINI 1966, p. 13.

Fig. 2: Reliquary from Belgrade. Courtesy of the National Museum of Serbia or/and Photo by \*full name.

- Drawings, graphic renderings, and photographs of objects must be provided with a metric scale.
- Authors must provide all necessary permissions for the reproduction of the submitted illustrations.
- Illustrations must be of high quality. The editors reserve the right to exclude illustrations of insufficient quality. The required resolution is at least 300dpi, and accepted formats are exclusively .TIFF and .jpeg. In cases where text or symbols are added to a digital photo, layers must be left open so that the printer can modify them if necessary. In AutoCAD drawings, line thickness must be indicated, and the drawing printed in a .pdf file.

## BIBLIOGRAPHIC REFERENCES

### Notes

- The use of endnotes is excluded. Do not use a footnote number in a title or heading.
- Footnote reference numbers must be placed in the main text after a full stop or other punctuation mark.
- References to publications should be inserted as footnotes using the following format: surname of the author in SMALL CAPS, year of publication, and page(s) number (e.g., TESTINI 1966, p(p). 13).

- If there are two authors, their surnames should be separated by a comma (e.g., ALTRIPP, NAUERTH 2006, p. 52).

For more than two authors, list the first surname, followed by *et al.* (e.g., ALTRIPP *et al.* 2006, p. 52).

### Bibliography

#### *For monographs:*

- Surname (in SMALL CAPS) followed by the year of publication and the symbol =; followed by the initial of the first name and surname of the author (both in SMALL CAPS), the *title of the book* (italics), city and year of publication (exclude series titles and publishers' names). The title and subtitle should be separated by a period.

e.g.:

DE BLAAUW 1994 = S. DE BLAAUW, *Cultus et decor. Liturgia e architettura nella Roma tardoantica e medievale*, Vatican City 1994.

For two authors, their names should be separated by a comma (e.g., ALTRIPP, NAUERTH 2006 = M. ALTRIPP, C. NAUERTH).

For more than two authors, indicate the first one, followed by *et al.* (e. g. BUCKLER *et al.* 1933 = W. H. BUCKLER, W. M. CALDER, W. K. C. GUTHRIE)

#### *For journal articles:*

- Surname (in SMALL CAPS) followed by the year and the symbol =; initial of the first name and surname of the author (both in SMALL CAPS), *the title of the article* (in italics), followed by a comma and 'in', then the *title of the journal* (in italics), a comma, the volume number in Arabic numerals, the year (in parentheses), and page numbers.
- Roman numerals are only used for volumes of epigraphic series and encyclopedias. Pages are indicated with p. and pp.; columns with c. and cc.; manuscript folios with f. and ff.; always cite the final page or column. Mentions such as "27 ff." are excluded.

e.g.:

DEICHMANN 1950 = F.W. DEICHMANN, *s.v. Baptisterium*, in *RAC*, I (1950), cc. 1157-1167.  
BRANDT, GUIDOBALDI 2008 = O. BRANDT, F. GUIDOBALDI, *Il battistero lateranense: Nuove interpretazioni delle fasi strutturali*, in *RACr*, 84 (2008), pp. 189-282.

#### *For contributions in books and conference proceedings:*



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- Surname (in SMALL CAPS) followed by the year and the symbol =; initial of the first name and surname of the author (both in SMALL CAPS), the *title of the contribution* (in italics),

followed by a comma and 'in', then the initial and surname of the editor(s) (both in SMALL CAPS), followed by (ed.), the *title of the work* (in italics), the volume number in Arabic numerals, city, and year of publication, and page numbers (p. or pp.).

e.g.:

BARTOLOZZI CASTI 2004 = G. BARTOLOZZI CASTI, *Le trasformazioni di un complesso edilizio urbano: San Pietro in Vincoli*, in L. PAROLI, L. VENDITTELLI (ed.), *Roma dall'antichità al medioevo II*, Rome 2004, pp. 380-389.

### Abbreviations

For journals and some dictionaries, the abbreviations indicated by the Deutsches Archäologisches Institut will be used (<https://www.dainst.org/forschung/publikationen/publizieren/zitierstil-abkuerzungen>), with the following additional abbreviations:

*BACr* *Bullettino di archeologia cristiana*  
*NBACr* *Nuovo bullettino di archeologia cristiana*

*ICI* *Inscriptiones Christianae Italiae*  
*ICR* *Incriptiones Christianae Urbis Romae septimo saeculo antiquiores*  
*ICUR* *Inscriptiones Christianae Urbis Romae, nova series*  
*IGLS* *Inscriptions grecques et latines de la Syrie*  
*ILCV* *Inscriptiones Latinae Christianae Veteres*

*MAMA* *Monumenta Asiae Minoris Antiqua*  
*MGH* *Momumenta Germaniae Historica*  
*PL* *Patrologia Latina*  
*PG* *Patrologia Graeca*  
*CSEL* *Corpus Scriptorum Ecclesiasticorum Latinorum*  
*SC* *Sources Chrétiennes*  
*CC* *Corpus Christianorum*

- Other journals and dictionaries will be cited in full.
- Do not use *loc. cit.* or *op. cit.*
- Do not use *ibid.*, *ID.*, *ibidem*, *passim*, *idem*, or other abbreviations

### Citing classical and patristic sources



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- Names and works should be mentioned in footnotes and always be cited in Latin using the following abbreviations:

Latin authors and works: *Thesaurus Linguae Latinae*, Index, Leipzig 1990<sup>2</sup>

Greek authors

Classical authors: H.G. LIDDEL, R. SCOTT, *A Greek-English Lexicon*, Oxford 1969

Church Fathers: G.W. H. LAMPE, *A Patristic Greek Lexicon*, Oxford 1961

Medieval authors: P. LEHMANN, J. STROUX, *Mittellateinisches Wörterbuch bis zum ausgehenden 13. Jahrhundert*, Munich 1996<sup>2</sup>

- The author's name (abbreviated) should be in regular font, followed by the Latin title (abbreviated) in *italics* with the book, chapter and paragraph numbers in the round, in accordance with the original numbering.
- These references are sufficient only if using the editions indicated in the indices of the above-mentioned dictionaries. Otherwise, or in cases of doubt, the citation of the edition used is necessary and should be included in bibliography.

e. g. :

Proc. *Aed.* = Procopius, *De Aedificiis*, ed. J. HAURY, rev. G. Wirth, Leipzig 1964.

Proc. Gaz. *Paneg.* = Procopius of Gaza, *Procopii Gazaei in imperatorem Anastasius panegyricus*, ed. C. KEMPEN, Bonn 1918.

- Hagiographic sources should be cited without abbreviations.