

Journal characteristics

Academic journal on topics of COMPOSITION, THEORY AND ARCHITECTURAL HISTORY.
Paper **edition** with limited print run and **on- line** in **polired digital platform**.
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Articles do not have processing or submission charges.

Open and public call for papers that will undergo a peer review process for publication.

Articles are welcome in SPANISH or ENGLISH on the scope indicated above, within a wide- ranging disciplinary conception of architecture in its different scales and interrelationships.

Suggestions regarding Documents and Reviews sections, not subject to the specific guidelines of the articles, are also welcome.

Although running along and sharing other knowledge areas, for the Spanish Academic Classification its related field is the area of Architectural Composition defined by the Spanish National Commission for the Evaluation of Research Activity (CNEAI) in BOE. 282, November 22, 2008. Appendix II. Fields and areas of knowledge. Universities (Field 6.3. Area 100).

Sections

- *Articles*
Research papers with at least 75% of them subjected to peer review and expressly stated therein.
- *Documents*
Documentary sources, translations and compilation material.
- *Reviews*
Books, catalogs, exhibitions and significant events.

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Indexation and quality requirements

Cuaderno de Notas fulfils all the scientific publication criteria adopted by the Spanish National Agency for the Researching Activity Evaluation (CNEAI).

It is included in the following data base and platforms:

- *MIAR* (Matrix for the Analysis of Journals).
 - *DOAJ* (Directory of Open Access Journals).
 - *REDIB* (Iberoamerican Net for Innovation and Scientific Knowledge). Includes the former *e-Revistas* (Open Acces Platform of Spanish and Latinamerican Online Scientific Journals) of CSIC.
 - *Dialnet*, Spanish data base of Scientific Journals. La Rioja University.
- Inclusion accepted (progressive updating in online data bases) in:
- *Latindex* (Included in Directory and Catalog, 35 of 36 characteristics fulfilled)
 - *Avery Index to Architectural Periodicals*, Columbia University N.Y.

Statistics

(Only for research articles from number 15 onwards)

	Index		Total	Percentage
	Till number 19	Number 20		
Articles received	158	24	182	
Articles accepted and published	63	13	76	42%
Articles rejected	95	11	106	58%
Articles from Drafting Committee members		1 / 76		percentage 1,3%
Articles others than Drafting Committee members		75 / 76		percentage 98,7%

Article Submission Guidelines

Articles for submission must be original and previously unpublished by any graphic or digital media. The authors are responsible for compliance with the above requirement, as well as for obtaining the permits that are necessary for the publication of dutiable graphic material. It is a condition of publication that once the article is accepted, authors grant an exclusive license of publication to Cuaderno de Notas.

Size limits

The maximum length of the texts will be 6000 words with a minimum of 3500 (excluding blanks and caption for pictures, notes and bibliography). For notes the maximum length will oscilate between 950 and 550 according the extension of the main text.

Captions will be short and accurate, maximum 45 words.

The maximum number of images will be in direct proportion with the text length. While there may be some flexibility depending on the nature of the article, the maximum number of images should be between 25 and 15 for the 6000 and 3500 words established limits.

Titles of articles will be no larger than 20 words. The title and subtitle schema is recommended.

Formatting

As a guideline, texts should be sent in a simple manner, without special codes or layout, carefully observing the following:

General text font: Arial standard 11pt. Spacing 1.5.

Paragraphs separated by a space without indent.

Article title and subtitle: Arial bold 12 pt .

Name of author, below the title: Arial standard 11pt. (Only included after receiving the final acceptance of the work)

Only two subdivision sections welcome.

Titles of paragraphs: first section 11pt bold.

Titles of paragraphs: second section 11pt italics.

The various sections would NOT be numbered.

Margins:

Top and bottom: 2.5 cm

Right and left: 3 cm

Text left- aligned unjustified (words without division between lines)

Pages numbered lower right.

Citation and bibliographic references

For its economy and consistency, Cuaderno de Notas adheres to the Harvard author-date system. Therefore we follow the EAHN (European Architectural History Network) criteria for publication of research articles in the architectural history area.

This system consists of two parts: the *text citations*, which provides brief identifying information within the text, and the *reference list* (list of sources used) which provides full bibliographic information. The text citations consist of the author's last name and the year of publication of the work cited. No punctuation is used between the name and the date. If necessary, the page or pages numbers of reference are given after the date. Example: (Frampton 2012: 210-211). There must be a reference list entry for each in-text citation.

Here are some special cases:

Two or more authors (up to three).
(Mailbox, Good and Skull 1965)

More than three authors. Only the first name followed by et altri abbreviated.
(Blotkamp et al. 1990)

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Several authors for the same reference.
(Fanelli 1978: 521, Rebel 1984:80)

If there is more than one reference to the same author and year, insert the suffixes 'a', 'b', 'c', etc.
(Banham 1955b)

If the author is cited in the text, the reference year shall be in parentheses following the name.
Pevsner (1988), Nuttgens (1993) and Roth (1999) have written general manuals of history of architecture.

Quotations

Chevrons should be used for all direct quotations («[alt+174]...»[alt+175]). Single quotation marks should only be used for quotations within quotations.
«...the frequent mentions to the Zeitgeist and to the 'essence' of the Century as such». (Schapiro and Craven 1997: 158)

Notes

Only for complementary aspects to the text, must not be used as bibliographical references. Displayed as footnotes. Numbered sequentially in the text with superscript numbers placed after the punctuation, if possible at the end of a sentence. Font: Arial 9 pt., 1.5 line spacing. Example:
5. This year a large number of the Independent Group meetings was held (Robbins 1990).

References to figures

Figures should be supplied in separate text files and not incorporated with text. They will be indicated in the text; the reference will be shown in brackets (figure 6), located interspersed immediately after the allusion. Example:
Some of these resources will also be used in the church of El Rocio, whose original project was unmistakably aaltiano (figure 11).

The approximate position where the figure must be placed will be indicated between two paragraphs. This indication shall be by inserting between the paragraphs a reference to the full figure caption. This way, a list of figures at the end of the text will not be necessary, as they are already indicated (interspersed) along the text. It is important always to place a full citation of the sources of each figure at the end of its caption (or «own authorship» if applicable).

Figure 3. Room-kitchen, Core-House type 7, displayed in the exhibition «Small Garden, settlement and Housing», Vienna, 1923. Photographer: Joseph Perscheid, Vienna. Source: Schütte-Lihotzky Legacy, Vienna University of Applied Arts Collection and Archive, PRNR 34/19/FW.

If the reference is part of the reference list, just make a text citation.

Figure 6. Photograph of the cable models used in the diaphragm arches project of Casa Mila. (Roca et al 1996: 89)

For images obtained on the internet, state: ref. web and order number e.g.: ref.web 2. Full web references are entered at the end of the article with the bibliography (see below).

Bibliography

A reference list of cited papers and consulted sources shall be entered at the end of work in alphabetical order by surname of the first author.

The format shown in the following examples will be observed.

Books:

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Baldellou Santolaria, Miguel Ángel and González Capitel, Antón. 1995. *Arquitectura española del s. XX*. Serie Summa Artis, Historia General del Arte, vol. 40. Madrid: Espasa-Calpe.

Chapters in books:

Buchanan, R A. 1988. Engineers and Government in Nineteenth-Century Britain. In: Roy MacLeod, R (ed.), *Government and Expertise: Specialists, Administrators and Professionals, 1860-1919*. Melbourne: Cambridge University Press. 41-58.

Journal articles. Cite the number of the journal after the title and the pages referred to:

Mart Stam. 1938. Ontwerp voor het Nederlandsche Paviljoen te New-York 1939. *De 8 en Opbouw*, 15: 142-144.

Websites:

Ref. web 2: www.ketchum.org/shellpix.html (last accessed 30 December 2009)

Image Format

Images shall have a minimum resolution of 300pixels/pp, with maximum dimensions of 16cm x 12cm (or 12 x 16). In any case the maximum size of each image must not exceed 5Mb, size limit that also applies to the mail sent. If color images are forward, they will remain accessible by the online pdfs but not in print.

It is strongly recommended that the figures obtained from photographs or print media are scanned with the "descreen" option adjustment applied. The subsequent de-screening by image processing programs significantly reduce image quality.

Only JPG files are accepted.

Submission of papers

Authors recurrence

Except for special circumstances such as monographic numbers or other, works by the same author will not be published in consecutive issues. Nor being part of articles by various authors. Similarly, in the last five issues only up to two articles per author will be published.

Deadline

The period for receiving contributions is between the publication of the CALL FOR PAPERS and the DEADLINE established in it. When a monographic or special number is programmed, it will be announced in the CALL FOR PAPERS.

Anonymity.

The text, without any reference to the name of the author (take special care that is neither within the text nor in the notes), will be sent in Word format (.doc) to the following email address:

cuadernodenotasdca@gmail.com

The article title and author's name will be sent in the same mail and in a different Word file (.doc), adding identifying data of the author's academic qualifications and institutional position. In this file it will be included an abstract of between 140 and 160 words in Spanish and English and between 4 and 6 keywords also in Spanish and English.

All the subsequent correspondence linked to the editing process will use the above email address.

Each image will be sent separately in JPG file with the name of Figure1, Figure2, etc. in e-mails with a clear reference to the article title.

Response to submissions and deadlines

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No later than 45 days after the deadline for submissions of drafts, a reasoned evaluation of the reviewers and the editors board response to authors on the acceptance of their work will be sent indicating, if necessary, the required modifications.

From that period the authors have 15 days for corrections.

The digital content for the online publication of *Cuaderno de Notas* in www.polired.upm.es platform shall be sent within 40 days following the expiry of the relevant preceding period.

Authors will receive a pdf file of their contribution and a copy of the print edition.