Vocabulary and stylistic and bibliographic criteria
GTK magazine

Stylistic criteria

- phrases or quotes within the text and direct speeches between «low quotation marks»
- terms highlighted between 'simple quote marks'
- foreign terms in *italics* if not used in current speech
- numbering of notes in text before punctuation
- in the asides in the text use the long hyphen (−)
- return to the start of the paragraph only when a new concept begins (as few as possible)

Bibliography legend (in red what is to be written in the bibliography)

The articles or reviews to be published in the scientific journal GTK should be printed with Times New Roman font with size 12 for the body of the text, 10 for the footnotes, 11 for the bibliography indicated at the end.

We ask that the bibliography and footnotes, as far as possible, be kindly drafted following the bibliographic legend below.

Compared to the layout of GTK, which includes on the side of the text some coloured boxes with the key conceptual passages of the speech, it is also welcome if the contribution sent shows the phrases that you intend to put in these boxes already highlighted in colour. The editorial staff, based mainly on the graphical organisation of the page, reserves the right to make any changes to them. These, like any other modification suggestions, will still be screened by the author before publication.

As follows:
The bibliographic legend
Abbreviations

For works:

In order, the succession shall indicate:

- 1) Abbreviated name and full surname of the author(s) (in the notes the name precedes, in the final bibliography follows). In the case of two or three authors, separating commas between the one and the other shall be inserted; in the case of more than three authors the first name followed by the wording et alii
- 2) Date of publication of the edition to which reference is made in round brackets, followed, in the case of a non-original edition, by the words: or. ed. and the date, also in round brackets.

- 3) Title of work in italics
- 4) Publisher
- 5) City of publication
- 6) Potential number of the page of the quotation in the text (only in the footnotes)
- 7) Full stop at the end

Each reference shall be interspersed with a comma, except:

- between the author's name and the round bracket with the year of publication of the edition to which reference is made
- between the year of the edition referred to and the year of the first edition

Examples:

in footnote, with quote:

F. Perls, R. Hefferline, P. Goodman (1997) (ed. 1951), *Teoria e pratica della Terapia della Gestalt*, Astrolabius, Rome, 357.

in the final bibliography:

Perls F., Hefferline R., Goodman P. (1997) (ed. 1951), *Teoria e pratica della Terapia della Gestalt*, Astrolabius, Rome.

For contributions in texts by another author or by various authors

In order, the succession shall indicate:

- 1) Abbreviated name and full surname of the author(s) (in the notes the name precedes, in the final bibliography follows). In the case of two or three authors, separating commas between the one and the other shall be inserted; in the case of more than three authors the first name followed by the wording et alii
- 2) Date of publication of the edition to which reference is made in round brackets and in the case of a non-original edition followed by the words: or. ed. and the date, also in round brackets.
- 3) Title of contribution in italics
- 3) in (which introduces the work in which the contribution is contained)
- 4) Abbreviated name and full surname of the author(s) of the work (in the notes the name precedes, in the final bibliography follows). If it is not an author but an editor, it follows: (ed.) in the case of a single editor, (eds.) in the case of several editors
- 5) Title of the work in italics
- 6) Publisher
- 7) City of publication
- 8) Numbers of pages where the contribution is contained
- 9) Potential number of the page of the quotation in the text (only in the footnotes)
- 10) Full stop at the end

Each reference shall be interspersed with a comma, except:

- between the author's name and the round bracket with the year of publication of the
  edition to which reference is made
- between the year of the edition referred to and the year of the first edition

Examples:

in footnote, with quotation:

G. Salonia (2010), *L'anxiety come interruzione nella Gestalt Therapy*, in L. D. Regazzo (ed.), *Ansia, che fare? Prevenzione,
farmacoterapia e psicoterapia*, CLEUP, Padova, 233-254, 240.

in final bibliography

Salonia G. (2010), *L'anxiety come interruzione nella Gestalt Therapy*, Regazzo L. D. (ed.), *Ansia, che fare?
Prevenzione, farmacoterapia e psicoterapia*, CLEUP, Padova, 233-254.

Please note that there can be contributions in texts that do not include a specific author or editor. E.g.:

Salonia G. (1997), *Maturità*, in *Dizionario di Scienze dell'Educazione*, Università Pontificia Salesiana, LAS-
LDC-SEI, Rome, 662-665.

For texts contained in collections of an author's complete production

As with contributions, but by adding the Roman numeral indicating the volume to which it refers. The
Roman numeral should be placed after the title in italics

Examples:

in footnote, with quote:

S. Freud, *Tre saggi sulla teoria sessuale e altri scritti. 1900-1905*, in *Opere*, vol. IV, Bollati Boringhieri, Turin, 151 (1989)
(or. ed. 1940).

in the final bibliography:

Freud S., *Tre saggi sulla teoria sessuale e altri scritti. 1900-1905*, in *Opere*, vol. IV, Bollati Boringhieri, Turin
(1989) (or.ed. 1940).

For articles in journals

In order, the succession shall indicate:

- 1) Abbreviated name and full surname of the author(s) (in the notes the name precedes, in the final
  bibliography follows). In the case of two or three authors, dividend commas between the one and
  the other shall be inserted; in the case of more than three authors the first name followed by the

wording et alii

- 2) Year of publication in brackets
- 3) Title of the article in italics
- 4) Title of the magazine in standard font between low quotation marks at the bottom
- 5) Release number of the journal
- 6) Numbers of pages in which the article is contained
- 7) Possible number of the page of the quotation in the text (only in the footnotes)
- 8) Full stop at the end

The QDG magazine should be quoted following this criterion: Roman numeral, Arabic number, year, page. ES: ... in
«Gestalt's notebooks», XII, 22/23.

GTK magazine quotes itself as follows: the Italian one «GTK Magazine of Psychotherapy» and the English one: «GTK Journal of Psychotherapy».

Each reference shall be interspersed with a comma, except:

- between the author's name and the round bracket with the year of publication of the edition to which reference is made
- between the year of the edition referred to and the year of the first edition

Examples:

in footnote, with quote:

G. Salonia (2001), *Disagio psichico e risorse relazionali,* in «Quaderni di Gestalt», XVII, 32/33, 13-23, 18.

in the final bibliography:

Salonia G. (2001), *Disagio psichico e risorse relazionali,* in «Quaderni di Gestalt», XVII, 32/33, 13-23.

Abbreviations:

- [N.d. R.] = note from the writer
- [N.d.A.] = note from the author
- [N.d.C.] = note from the editor
- [N.d.T.] = note from the translator
- app. = Appendix
- approx. = Approximately
- cap = chapter
- capp. = chapters
- cfr. = see
- cit. = work cited
- ed. = editor
- ed. or. = original edition
- edd. = Editors
- es. = example
- etc. = etc.
- fasc. = file
- *Ib*. = ibid.
- in press. = in press.
- ms. = manuscript
- mss. = manuscripts
- n.= number
- par. or § = paragraph
- sez. = section
- sg./sgg. = following
- t. = tome
- tab. = table
- tabb. = tables
- tav. = chart
- tavv. = charts
- v./vv. = verse/verses
- vol. = volume
- voll. = volumes

In the notes, the abbreviations indicate:

- cit. = after the name of the author and the title of the work, refer, for the other bibliographic references, to the text already mentioned in the article
- *Ivi* = indicates that the text referred to is that indicated in the previous note. This is followed by a number indicating the page on which the quotation is contained (other than that in the previous note).
- *Ib.* = indicates that the quotation is contained on the same page of the same text as indicated in the previous note.

- cfr. = indicates that the contents (not textual words) of which you are writing are found in the following text.
- ID. = to indicate the same author quoted immediately before.
- *Infra* = indicates a chapter of the same work in which you are writing.

Specific vocabulary

The terms typical of Gestaltic language should be expressed as follows:

- The Self used to indicate the identity of the Organism must be written in capital letters
- The functions of the Self should be written as follows: Id-function, Ego-function, Personality-Function
- When indicating identity the personal pronoun is used uppercase: I, You, We, I-You
- The recurring expressions as phraseological should be linked by a short indent: e.g. living -with, *da-sein*, with-being, co-parent,
- When the term Gestalt Therapy is used, it is written in full only the first time, from the second onwards it is abbreviated to: GT
- This method is used for all abbreviations:

  Basic Relational Model = MRB, distinguishing between MRB/We and MRB/I

  Borderline Language Translation Model = TBL

  Community Gestaltic Model = MGC

  Organism = O.

  Environment (In Italian= Ambiente) = A.

  Borderline Personality Disorder = BPD

  Gestalt Therapy with family = GTF

  Phobic -obsessive-compulsive disorders = FOC