

## CERCETĂRI NUMISMATICE EDITORIAL NORMS

*The contributors who would like to send their papers for publishing to „Cercetări Numismatice” are kindly required to follow the new editorial norms.*

### **General norms**

1. We accept for publication papers/articles on the following fields of the auxiliary sciences of history: numismatics, medalistics, phaleristics, heraldry, sigillography, genealogy, metrology and book reviews linked with the mentioned sciences.
2. We accept papers/articles written in Romanian, English, French, German, Italian.
3. It is recommended that the paper should not exceed 50 pages, inclusive the illustration.
4. The small size illustration and/or the graphics or tables can be inserted in the text body and/or at the end of the paper, as separate plates.
5. Submission deadline is 30th of June of each year.
6. The official electronic address for mailing and correspondence is [cabinetnumismatic@mnir.ro](mailto:cabinetnumismatic@mnir.ro).

### **The paper structure**

1. The preferred font type Times New Roman font, the characters size 12, line spacing 1.5, justified.
2. The authors are asked to mention their full name, their working place and current job and an e-mail address.
3. The papers must be accompanied by an abstract, 300 words most, and by maximum ten keywords in English, French or German. The title of the article will also be translated in the language selected for the abstract.
4. The notes will be inserted in the body of the text, in round brackets (...). They will contain the name of the author, the year of publication of the work and the number of the page/s.  
(Ljubić 1875 XI)  
(Metcalf 1972 a 395)  
(Hahn, Mauterer 1983 365-383)  
(DOC V/1 118)
5. For notes from different pages of the same work, the number of the pages will be separated by commas.  
(Kovács 1997 100-101, 105, 2012)
6. For quotations which have more than one author, the notes will be separated by semicolon.  
(Vârtosu 1960 340-341; Vârtosu 1956 492; Hurdubețiu 1974 69)
7. In the case of quotations from authors with different works published in the same year, these works will be distinguished by joining Latin letters (a, b, c...).  
(Moisil 1908a 586)  
(Moisil 1908b 415)
8. Footnotes are accepted for acknowledgments or for other important remarks.

9. For publications having three or more authors, in the note only the name of the first one will be quoted, followed by *et alii*, the year of the publication and the number of the mentioned page/s.  
(Constantinescu *et alii* 2003-2005 389-404)
10. The quotation of references written in languages using non-Latin alphabets will be transliterated in Latin characters, following the rules used by *Südost Forschungen* for the languages using local versions of the Cyrillic alphabet (Russian, Ukrainian, Bulgarian, Serbian, Macedonian) and Ancient or Modern Greek. For the languages using local versions of the Arabic alphabet (Arabic, Persian, Urdu, Ottoman Turkish etc.) the transliteration must follow the rules used by *L'Encyclopédie de l'Islam*.
11. For the quotations of the references written in languages using local versions of the Latin alphabet, the authors are kindly asked to use the proper sets of characters and spellings (i. e. for Romanian, Hungarian, French, Italian, German, Croatian, Polish, Czech, Turkish etc.).
12. In the case of use of special fonts for the depiction of coin inscriptions or of mint marks, the font used must be sent alongside the article.
13. A full bibliographical list will be placed at the end of the contribution, separated by a page break. It must contain the:
  - a. The name of the author and the year of the publication as it is written in the paper.
  - b. Initial of the surname/s and name of the authors.
  - c. The title of the articles/studies and volumes will be written in *Italics*, the title of periodical, in plain characters.
  - d. For numismatic and historical periodicals of reference catalogues and series, the authors are kindly requested to follow the abbreviation rules or the acronyms used by: *Numismatic Literature*, *Cercetări Numismatice* and *Buletinul Societății Numismatice Române*.
  - e. For the title of the periodicals dealing with physics, chemistry, geology etc. the authors are kindly requested to follow the abbreviations rules or the acronyms used by ISI.
  - f. In case of using *other* abbreviations please insert a list with them before the bibliographical list.
  - g. The current year of the periodicals will be rendered in Arabic not in Roman numbers, followed by the current year, and the yearly issue.  
CN, 9-11, 2003-2005 și nu CN, IX-XI, 2005  
SCIV, 15, 1964, 1 și nu SCIV, XV, 1964, 1
  - h. The number of the volumes will be rendered in Roman number, not in Arabic ones.  
DOC V/1 not DOC 5.1

#### Example of a bibliographical list

Constantinescu and *alii* 2003-2005 – B. Constantinescu, V. Cojocaru, R. Bugoi, *Spre o abordare cât mai obiectivă în cercetarea numismatică prin analize compoziționale folosind metode nucleare*, în CN 9-11, 2003-2005, pp. 389-404.

DOC V/1 – P. Grierson, *Catalogue of the Byzantine Coins in the Dumbarton Oaks and the Whittemore Collection, V, Michael VIII to Constantine XI 1258-1453*, part I, *Introduction, Appendices and Bibliography*, Washington, 1999.

Hahn, Mauterer 1983 – W. Hahn, R. Mauterer, *Erste Ergebnisse aus Metallanalysen bayerischer, böhmischer und ungarischer Münzen des 11. Jahrhunderts*

*nach der Korundstäbchen-Dithizon-Methode*, in *Litterae Numismatae Vindobonenses*, 2, 1983, pp. 365-383.

Ljubić 1875 – S. Ljubić, *Opis jugoslavenskih novaca*, Zagreb, 1875.

Metcalf 1972 a – D. M. Metcalf, *Analyses of the metal contents of medieval coins*, in *Methods of chemical and metallurgical investigations of ancient coinage*, eds. E. T. Hall and D. M. Metcalf, London, 1972 [Royal Numismatic Society special publications, no 8], pp. 383-434.

Moisil 1908a – C. Moisil, *Cele mai vechi monede muntene. (Fragment din Excursiuni arheologice în Dobrogea)*, în *Convorbiri literare*, 42.5, 1908, pp. 584-594.

Moisil 1908b – ---, *Monetele lui Mircea cel Mare. (Fragment din Excursiuni arheologice în Dobrogea)*, în *Convorbiri literare*, 42.10, 1908, pp. 413-419.

14. For the illustrations found in the plates at the end of the article, a list entitled Plates explanation must be attached, which will contain a short description of the plates/figures. This list will also be translated in the language selected for the abstract and the keywords.

#### Example for the plates explanation

Planşa 1 – Fig. 1 - Planul cercetărilor arheologice de la Curtea Domnească (după Hău, Dejan 2005) și locul de descoperire al monedei, Fig. 2 - Florin emis în timpul domniei lui Albert (1437-1439), descoperit la Curtea Domnească din Suceava.

*Plate 1 – Fig. 1 – The archaeological researches plan from the Princely Court (after Hău, Dejan 2005) and the finding place of the coin; Fig. 2 – Florin issued during the reign of Albert (1437-1439), king of Hungary, found at the Princely Court from Suceava.*

#### **Illustrations, tables and graphs**

1. The illustrations, tables and graphs found in the body of the article, and those found in plates, must be sent separate, having titles which make them easy recognizable.
2. The resolution of the illustrations must be at least 300 dpi.
3. The graphs and tables will be edited by the authors, as they would like to be rendered in the final publication and in the case these are not exported in the shape of images (ipg/tiff/png files), they must be accompanied by the original data sheets, to allow the editing board of *Cercetări Numismatice* to fix any damages/distortions occurring during the process of conversion.
4. In case the authors wish to make their own plates, these should be maximum 15x25 cm. For any explanations found inside of them, the required font is Georgia, with the dimension of the characters 10.
5. In case numbering of the images included in plates is necessary, only Arabic numbers followed by points are to be used (1.20.30), without any extra mentions like fig., pic., photo etc.