CULTURA E SCIENZA DEL COLORE | COLOR CULTURE AND SCIENCE

GUIDE FOR AUTHORS

Guide for authors

INTRODUCTIVE DESCRIPTION

Color Culture and Science Journal (CSC-CCS) is a free, fully peer-reviewed half-yearly journal, published on-line by Associazione Italiana Colore. The journal follows a multidisciplinary approach, addressing the main topics about Color discussed each year at the Conferenza del Colore. CSC-CCS provides a forum for the exchange and sharing of know-how in the areas of:

- Color and measurement/strumentation.
- Color and digital.
- Color and lighting.
- Color and physiology.
- Color and psychology.
- Color and production.
- Color and restoration.
- Color and built environment.
- Color and design.
- Color and culture.
- Color and education.
- Color and communication/marketing.

The editors invite articles which can be comprehensive reviews on specific fields, regular research papers and short communications in a timely fashion. The Journal aim is to encourage scientists to publish their experimental results and theoretical work in a comprehensive way, getting the best papers from Conferenza del Colore, but open to other submission too.

Papers submitted will be peer reviewed to ensure both accuracy and relevance, and revisions to the script may thus be required. The review criteria include:

- Originality
- Relevance to journal's aims and scope
- Technical merit and/or validity
- Soundness of methodology
- Completeness of the reported work
- Conclusions supported by the data
- Correct acknowledgment of the work of others through reference
- Effectiveness of the manuscript (organization and writing)
- Clarity of tables, graphs, and illustrations
- Importance to color researchers
- Relevance to color practices

BENEFITS TO AUTHORS

The journal provide many author benefits such as a free PDF of the Volume published on the website, a free PDF of the article published on the website and a liberal copyright policy. Finally, the authors do not have to pay anything to publish in the journal CSC-CCS.

PRELIMINARY CHECKS

ETHICS IN PUBLISHING
Please see the information webpage on Ethics Policy with Ethical guidelines for publishing in the (*http://bit.ly/2ruPK9w*).

DECLARATION OF INTEREST - DISCLOSURE STATEMENT
All authors of the Color Culture and Science Journal (CSC-CCS) are requested to disclose any actual or potential conflicts of interest including financial, personal or other relationships with other people or organizations within three years of beginning the submitted work that could inappropriately influence, or be perceived to influence, their work. The disclosure Statement from the author should being included in the paper and states if no financial/personal interest have affected their objectivity, or if there is, the source and nature of the potential conflict. Authors must state explicitly whether potential conflicts do or don't exist.

SUBMISSION DECLARATION AND VERIFICATION
Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis or as is in the Proceedings of the Color Conference), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language. In order to verify originality, the editor may check the article through originality detection services

FUNDING SOURCE DECLARATION
All authors are requested to provide a declaration of any funding or research grants (and their source) received in the course of study, research or assembly of the manuscript. Authors are requested to identify who provided financial

support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any. If the funding source(s) had no such involvement, then this should be stated.

ACCEPTANCE AND COPYRIGHT

Upon acceptance of an article, authors will be asked to complete a Transfer of Copyright for paper on the Color Culture and Science Journal (CSC-CCS). An e-mail will be sent to the corresponding author confirming the acceptance of the manuscript together with the form to complete.

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LANGUAGE (USAGE AND EDITING SERVICES)

At the present time, paper written in English are accepted. Please write the paper in good English (American or British usage is accepted, but in a consistent way and not as a mixture of these two).

PAPER SUBMISSION

All correspondence, including submissions, notifications of the Editor's decision and requests for revisions, are sent by e-mail. Please send the folder with text, captions, image and table files as a compressed folder in a .zip file at the following e-mail address: *redazione@ gruppodelcolore.it*

For larger .zip file folders, it is possible to use Wetransfer or other similar file sharing services.

PREPARATION

Use of word processing software is kindly required. The text can be written using Word/OpenOffice/LibreOffice without any particular formatting style (please save in Word format). Maximum length of the paper is about 20.000 characters (spaces included, abstract, title, keywords, notes and references excluded). The text should be in single-column format, keeping the layout of the text as simple as possible. Most formatting codes will be removed and replaced during the formatting of the article. Do not use the word processor's options to justify text. Images and tables shouldn't be positioned in the text. Caption can be positioned in the text where the author would desire that they are positioned.

However, during the formatting process, it is not guaranteed that they will be positioned exactly as indicated by the authors. Please consider a limit of max 6-7 for images and tables.

To avoid errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor. Provide the following information as indicated:

ARTICLE TITLE, AUTHORS
AND CONTACT INFORMATION (FIRST PAGE)

- Provide the title of the paper.
- Provide the full names of authors, academic or other professional affiliations, and the complete e-mail addresses of all authors.
- Specify the Corresponding author by indicating who will handle correspondence at all stages of refereeing and publication.
- Provide a brief biography (50-60 words) for each author, indicating author affiliation and research interests.
- Acknowledgement, if required, should be placed in this page.
- To facilitate anonymous refereeing the author(s) name(s) should appear on this page only.

ABSTRACT AND KEYWORDS (SECOND PAGE)

- Provide the title of the paper.
- Provide an abstract of 150 - 250 words that outlines, in a single paragraph, the aims, scope and conclusion of the paper.
- Below the abstract, include a set of no more than seven keywords suitable for detection in information-retrieval systems.
- Please note that titles and abstracts should be clear, precise, and engaging, given that they will be the main way readers will decide whether to read the manuscript. Keywords will be used to index the paper from the main research engines.

MAIN BODY OF TEXT (OTHER PAGES)

- Provide the title of the paper.
- Provide the main body of the paper.
- Subdivision, numbered sections and subheadings may be used to improve flow in the main body of text, but should not be excessive.
- Notes should be avoided or kept to a minimum. When used, they should be indicated in the text by superior Arabic numerals which run consecutively through the paper.

FIGURES AND ILLUSTRATIONS

• Avoid to use texts in the illustrations and figures. If this is not possible, use the following fonts in your illustrations: Arial, Helvetica, Verdana, Symbol or fonts that look similar black color and at least 10 pt.

• If the article is submitted in Italian and English, send illustrations with texts in Italian and Illustrations with texts in English;

• Save the illustrations in the following formats:

  - .AI, .EPS (or .PDF): vector drawings, embed all used fonts (with texts).

  - .TIFF (or .JPEG): width of at least 733 pixels and a minimum of 300 dpi (without text).

• Number the illustrations according to their sequence in the text.

• Provide captions to illustrations separately.

• Submit each illustration as a separate file.

• Ensure that each illustration has a caption. Supply captions separately, not attached to the figure. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used.

• If visuals from other copyrighted publications are to be included in the manuscript, it is the author's responsibility to secure permission to publish these in the journal before submitting the manuscript for review.

TABLES

• For tables, Graphs and Charts are intended
• Use Word or MS Excel
• Submit as separate files, not embedded in the manuscript document

MATH FORMULAE

Please submit math equations as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus ($/$) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics.

REFERENCES

References must be formatted in the same font size as other body text. References should be structured in accordance to the *Harvard – Cite them right format*. The use of DOI is highly encouraged. The following are some templates for:

Journal citation:
Author Surname, Author Initial. (Year Published) 'Title', Publication Title, Volume number(Issue number), p. Pages Used. doi: DOI Number.
In-text citation: (Author Surname, Year Published)

Examples:

Print journal
Haddock, M. (1994) 'Are you thinking of writing a bibliography?', College and Research Libraries News, 55(8), pp. 471-474.

Journal article in a database (without DOI)
Coughlin, E. (2010) 'High schools at a crossroads', Educational Leadership, 67(7), pp. 48-53.

Journal article in a databases (with DOI)
Donovan, C. and Griffiths, S. (2013) 'Domestic violence and voluntary perpetrator programmes', British Journal of Social Work, 43(6), pp. 1-17. doi: 10.1093/bjsw/bct182.

Government publication
Department of Health (2002) Promoting the health of looked after children. London: Department of Health

Book citation: Author Surname, Author Initial. (Year Published) Title. City: Publisher, p. Pages Used.
In-text citation: (Author Surname, Year Published)

Examples:

Book with one author and edition
Christopher, M. (1998) Logistics and supply chain management: strategies for reducing cost and improving service. 2nd edn. London: Prentice Hall.

Book by more than three authors
Smith, J., Jones, W., March, M. and Chapman, B. (2004) Harvard citations in easy stages. London: Academic Press.

Chapter from an edited book
Jones, D. (2004) 'Understanding Harvard referencing', in Brown, P. (ed.) Writing references in extremely easy stages. London: Academic Press, pp. 21-25.

E-book
Burnapp, D. (2009) Getting ahead as an international student. Maidenhead: McGraw-Hill Open University Press.

Website citation:
Author Surname, Author Initial. (Year Published) Title. Available at: http://Website URL (Accessed: Date Accessed).
In-text citation: (Author Surname, Year Published)

Examples:

Web page with an individual author
Spillius, E. (2006) Psychoanalysis: then and now. Available at: http://www.melanie-Kleintrust.org. uk (Accessed: 27 January 2009).

For citing other sources, check the following link: *http://www.citethisforme.com/guides/harvard-cite-them-right*
For more information about the format, check the following link: *http://www.citethemrightonline. com/About*

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Note that missing data will be highlighted at proofreading stage for the author to correct.

FORMATTING OF FUNDING SOURCES

Authors should list funding sources in the following standard way to facilitate compliance to funder's requirements:

> *This work was supported by xxx [grant numbers xxxx, yyyy].*

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.
If no funding has been provided for the research, the following sentence should be included:

> *This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.*

SUMISSION CHECKLIST

The following list will be useful during the final checking of an article prior to sending it to the journal for review. Please consult the prior pages of the Guide for Authors for further details of any item.

Please ensure that the following items are present:

- • An author designated as the corresponding author with contact details
- • E-mail address
- • Keywords
- • Abstract
- • Paper
- • Short biography
- • Figure and figure captions
- • Table and figure captions

Further considerations

- • Manuscript has been 'grammar-checked'
- • All references mentioned in the Reference list are cited in the text, and vice versa
- • Permission has been obtained for use of copyrighted material from other sources
- • Relevant declarations of interest have been made
- • Transfer of copyright has been compiled and provided

REVIEWING PROCESS

La rivista segue un processo di revisione anonima secondo la procedura descritta al seguente link: *http://bit.ly/2selb5f*

AFTER ACCEPTANCE

Proofreading and correction
Corresponding authors will receive an e-mail with the .pdf file of their article which has been formatted within the graphics guidelines of the CSC-CCS journal prior of the publication.
Authors are asked to annotate and upload their edits on the PDF version and to send it back with corrections in maximum a week time for speed up the process of publication.
It is kindly asked to use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely author's responsibility.

AUTHOR INQUIRIES

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