

GUIDELINES FOR AAV AUTHORS

The AAV is a non-commercial open access journal that does not charge any fees, either to the authors submitting manuscripts or to the readers. The AAV publishes research on the history of art, architecture and design, contemporary art and visual culture, other art disciplines, cultural sociology, philosophy, and artistic research relevant to the theme of a particular issue. More about the [journal here](#). All issues of the journal are thematic, focusing on a particular issue, aspect, object, sometimes an artistic field or period. Calls for papers can be [found here](#).

General requirements

- AAV publishes only original texts (academic articles, expositions of artistic research, translations of sources and scholarly commentaries, reviews of academic publications, interviews on academic topics, transcripts of academic debates) that have not been published or submitted for publication elsewhere.
- Academic and artistic research papers, as well as translations and commentaries of sources, reviews of academic publications, interviews on academic topics, and transcripts of academic discussions, shall be published in the AAV in either Lithuanian or English, and only in exceptional cases in other languages. Original sources may be published in other languages if the subject matter of the issue so requires.
- All texts submitted for publication in the AAV (except for sources and their translations) must follow the Chicago citation style's notes and bibliography method.
- Authors submitting a manuscript for publication assume responsibility and warrant that:
 1. the article has been written by the authors whose names appear on the manuscript;
 2. the article identifies all researchers or specialists who have made a significant contribution to the study and/or the preparation of the article;
 3. all authors of the research or submitted manuscript have been informed of the submission and are familiar with its contents;
 4. the article has not been previously published and has not been submitted for publication in any other journal;
 5. the article does not contain any statement that is untrue, nor does it contain any material that infringes the intellectual rights of another person or legal entity;
 6. the article does not contain facts and conclusions submitted in accordance with the terms and conditions of the providers of financial support;
 7. the article contains all necessary references, including those relating to illustrations and annexes;
 8. all necessary permissions have been obtained for the publication of texts, images, data and other material;
 9. non-public and personal data and other sensitive information are appropriately anonymised, or written consent is obtained for the publication of personal and non-public data about individuals who may

identify themselves (or be identified by others) in the material contained in the article (e.g. case studies, interviews, photographs obtained from personal archives);

10. the article does not violate the provisions of the [Law on Copyright and Related Rights of the Republic of Lithuania](#) and has been prepared in accordance with [the requirements of research and publication ethics](#).
11. the manuscript submitted for publication complies with all the requirements for the preparation of the article listed here and below.

Peer-review

- Each manuscript submitted for publication is first evaluated by the editor of the issue. If the quality of the manuscript is not satisfactory, or if it does not correspond to the theme of the issue or the direction of the journal, the editor has the right to reject it without review or to ask the author to revise or supplement it.
- After the editor has confirmed the initial suitability of the manuscript, it will be evaluated by at least two reviewers. The peer review is single-blind, i.e. the identities of the authors are known to the reviewers, but the identities of the reviewers are not disclosed to the authors, unless requested otherwise by the reviewers themselves.
- Scientific and artistic research is evaluated in separate forms of peer-review.
- After peer-review, a manuscript may be: accepted; accepted after minor revisions; reconsidered after major revisions; rejected.
- If a manuscript is recommended for acceptance after minor revisions, up to 2 weeks may be allowed for revisions. If the manuscript is recommended for reconsideration after major revisions, 4 to 8 weeks may be allowed for revision.
- If the manuscript is recommended for reconsideration after major revisions, the author must submit to the editor, together with the revised manuscript, a response to the reviewers' comments and a detailed explanation of how it has been revised and, if not, why.
- The editor of the issue and the Editorial Board of AAV evaluates whether the revisions made are satisfactory. The editor may ask the author to correct any remaining minor defects within 1–2 weeks.
- If, after major revisions, the submitted version of the manuscript still contains, in the opinion of the editor and/or the Editorial Board, substantial deficiencies, the manuscript will be rejected.

Length and structure of the manuscript

- Manuscripts submitted for publication must comply with the requirements for academic publications: it must formulate the research question/problem and objective, identify the object, review the current state of research, describe the method, discuss the degree of the novelty of the problem discussed, present and justify the results, draw the conclusions, and list the references.
- Artistic research papers submitted for publication do not have to comply with the structure and style requirements for publications in the humanities, provided

that such non-compliance is motivated by the content of the artistic research and does not undermine its quality. However, reviewers may request that academic structural elements be added to the artistic research presentation if they deem it necessary.

- All submitted papers should follow the structure outlined below:
 1. The title of the article (in bold, title case).
 2. Full name of the author, affiliation, institutional address, author's email address, and preferably the author's ORCID number. All researchers or specialists who have made a significant contribution to the research and/or the preparation of the article should be introduced in this order.
 3. Key words (maximum 6).
 4. Abstract in the language of the article (up to 1200 characters with spaces).
 5. Main text. The text may be divided into sections and subsections. Section titles should be given in bold, title case.
 6. Date of submission of the article to the editor (Received DD MM YYYY).
 7. List of references and sources.
 8. List of illustrations and/or tables (in a separate text file).
 9. Summary in English or Lithuanian (in a separate text file), consisting of: title of the article, author's name, keywords, 300–500 word summary of the content of the article.
 10. Brief biographies of the authors of the article, up to 100 words per author (in a separate text file).
- From 2025 the AAVV will start gradually adapting the electronic environment of the journal for readers with special needs, taking into account the requirements of inclusive publishing. Therefore, authors may be asked to prepare extended descriptions of illustrations and tables, if necessary.
- The recommended length of a manuscript submitted for publication is 5–8 thousand words.
- All manuscripts are sent electronically to the editor of the specific issue. The manuscript, lists of illustrations and/or tables, summary and other text files should be prepared in Microsoft Office and compatible software, in Times New Roman font, 12 pt size, 1.5 line spacing.

Illustrations and tables

- A maximum of 20 colour or black and white illustrations and tables (diagrams, charts) per manuscript. The illustrations submitted with the manuscript must be directly relevant to the content of the manuscript, informative and of high quality. The editor may ask for the replacement or discarding of inappropriate illustrations, as well as for adjustments to the numbering of illustrations in the text, to the captions and the list of illustrations.
- It is the author's responsibility to arrange for permissions to publish the illustrations and to communicate this to the editor of the issue. If necessary, the editor may contact the Editorial Board to mediate in obtaining permission to publish the illustrations. Only in exceptional cases, the illustrations may be purchased at the expense of the AAVV.

- Illustrations and tables are presented separately from the main text. Illustrations must be of printable size and quality (300 dpi resolution and saved in *.jpg or *.tif (uncompressed) format). The file titles of the illustrations must include an illustration number corresponding to the number of the illustration in the list of illustrations and in the main text.
- Numbered lists of illustrations and tables are provided with the manuscript in a separate text file. All illustrations and tables are numbered in Arabic numerals.
- The caption of the illustration shall include the full name of the author of the work, followed by the title of the work in italics, the year of creation, the material and/or technique used, the dimensions in cm, the place of storage of the work or other holders of copyright and other proprietary rights, the photographer and, where appropriate, the date on which the photograph was taken. If tables, diagrams, charts or graphs published in other authors' works are used, a reference to the source should be given (the abbreviation 'in' should then be used). Caption components should be separated by commas.
- Guidelines for the extended description of illustrations and tables in accordance to the requirements of inclusive publishing will be provided to the authors in case of necessity.
- It is recommended that the location of the illustration or table is indicated in the main text, with the number of the illustration or table in square brackets, e.g.: [Fig. 1–2], [Table 3].
- **Examples of table description**
 Table 1. Relics donated by Pope Alexander VI in 1501
 Table 2. The prevalence of illusory painted altar retables in monastic churches of the GDL in the 18th – 1st half of the 19th century, in Dalia Klajumienė, *Tapyti altoriai XVIII a. – XIX a. I p.: Nykstantys Lietuvos bažnyčių dailės paminklai* (Vilnius: Vilniaus dailės akademijos leidykla, 2006), 49
 If a source is repeated, its description should be abbreviated in accordance with the Chicago citation style's notes and bibliography method:
 3 table. Sizes of the retables of illusory painted altars from the 18th – 1st half of the 19th centuries in the GDL, in Klajumienė, *Tapyti altoriai*, 51
- **Examples of illustration description**
 1. Francis Bedford, *Stratford on Avon Church from the Avon*, 1860s, albumen print of collodion negative, 18,8 x 28,0 cm, Rochester, International Museum of Photography at George Eastman House
 2. *The Virgin Mary of Samogitian Calvary* in frame, 17th c. (before restoration in 2003), photo by Vytautas Balčytis, 2001
 3. Bill Viola, *The Greeting*, 1995, video and sound installation, photo by Kira Perov

Citation and bibliography

- The AAV follows the Chicago citation style's notes and bibliography method: references to the literature and sources used are given in footnotes at the bottom of the page and in a bibliography at the end of the article. Where appropriate, sources and references are listed separately. Rules and examples of the [Chicago citation style's notes and bibliography method are here](#).

- Citations are given in double quotation marks. Bolding, character spacing and underlining are not normally used to distinguish quotations except in special cases.
- Periods and commas precede closing quotation marks, whether double or single. Colons and semicolons—unlike periods and commas—follow closing quotation marks; question marks and exclamation points follow closing quotation marks unless they belong within the quoted matter.
- When the quotation is not given from the beginning, it starts with lower case; no suspension points are used at the beginning. When the end of a quotation does not appear at the end, the suspension points are enclosed in square brackets: [...]. Any authorial correction in the quotation is also indicated by square brackets.
- When a quotation is longer than four lines, it shall be quoted as a separate paragraph, without quotation marks, separated by a space, indented from the left margin and set at 10 pt.
- References and explanations are given in footnotes numbered continuously in Arabic numerals, or other symbols if necessary.
- A note number should generally be placed at the end of a sentence or at the end of a clause. The number normally follows a quotation (whether it is run in to the text or set as an extract). Relative to other punctuation, the number follows any punctuation mark except for the dash, which it precedes. When citing the source for a quotation, the number should be placed at the end of the quotation and not after the author's name if that appears first in the text.
- References to publications in other languages than English shall be given in the original language and characters. Non-Latin alphabet descriptions may be transliterated in Latin characters. Where appropriate, a translation of the title or other data into English may be given in square brackets.
- Bibliographic descriptions should follow the title page, not the cover. When preparing footnotes and bibliography, every effort should be made to provide full descriptions of books, publications, articles, etc., especially those that can be verified.
- If there are several editions of the source cited, either the most recent scholarly edition, the most authentic edition or the most currently available edition shall be chosen.

Changes and corrections

- Quotation coupons are marked with square brackets [...]. The same brackets are used to enclose the manuscript author's insertions in the quoted text, followed by the author's initials in italics after the en dash, e.g. [illegible place, – *J. P.*].
- Lacunae (i.e. gaps in a text, omissions, missing places) are indicated by angle brackets <...>.
- Words, sentences and clauses that are differently spaced (thinned out, bolded, underlined) are separated in the text in one way, either by italics or quotation marks as appropriate. In exceptional cases, other methods of emphasis are used.
- In the case of texts that have already been published, previous proofreading errors are corrected. These corrections are not indicated separately, but are noted in the editor's comments.

- When publishing a source, older or previously published academic text, it is recommended that the authentic language and style of the authors be maintained, and that editing be kept to a minimum, changing only those things that would make it difficult for today's readers to follow the message being presented.

Titles of works

- Titles of short works should be given in quotation marks, including articles, book chapters, lectures, presentations, episodes of programmes or podcasts, short videos, short pieces of music (e.g. songs), poems, essays, short stories, works of art, or any part of a larger work. Titles of unpublished works (e.g. manuscripts or unpublished theses and dissertations) should be given in quotation marks as well.
- Titles of long works should be italicized, including books, research reports, journals, conferences, epics, films, plays, exhibitions, radio and television programmes and podcasts (not episodes), music albums, long musical works (e.g. operas), any other large-scale works.
- The titles of the works should be given in both English and the original language when mentioned for the first time. It is recommended that the titles of non-English institutions be translated into English and, when mentioned for the first time, be given in the original language in brackets.

Dates, Personal Names, Place Names, Abbreviations

- The period from one year to the next is written in full, separated by en dash without spaces, e.g. 1709–1711.
- All proper names mentioned in the scientific text must be in their original spelling and in full. Non-Latin alphabet personal names shall be transcribed and may be given in an original alphabet in brackets when mentioned for the first time.
- Precise forms of surnames and full names of persons often avoid confusion and later errors. When a full name is mentioned for the first time, it is recommended to use only the surname in later mentions (the initial of given names should be used only in exceptional cases if there is a need to distinguish between different persons with the same surnames). When several persons are mentioned one after another, if any of them is mentioned for the first time, the first and last names of all those mentioned should be given.
- Various abbreviations and measures of length, quantity and time are used in accordance with British English language rules.
- The first time an institution or other object requiring an abbreviation is mentioned in the text, in the captions of illustrations or in footnotes, the full name of the institution or other object shall be written and the abbreviation shall be given in brackets, e.g., the Museum of Modern Art New York (MoMA). Thereafter, only the abbreviation is used. A list of abbreviations may be given at the end of the article if necessary.