

Check List

Preliminary data

- Our file should be in the doc format

- Title
- Possible subtitle
- First and last name of author(s)
- Brief biography of the author (mandatory signs)
- Abstract in French (mandatory signs)
- Keywords in French separated by a comma, no hyphenated expressions, no plurals, no capital letters except proper nouns, no full stops
- Abstract in English (mandatory signs)
- Keywords in English separated by a comma, no hyphenated expressions, no plurals, no capital letters except proper nouns, no full stops
- Were the abstracts verified by a French native speaker? No machine translations please

Recommendation for the body of the text:

- The text should be complete in the normal style, the only formatting accepted is italics, no bold, no underlining, please

_____ " " " " _____
" "

- use the Word formatting for the titles and subheads: Title Title Title
- no full stops or commas after the titles and the subheads
- footnotes should be brief and only used as an explanation to the text
- The location of photos must be specified in the text: Fig. Fig. etc
- Every photo must have a title
- Every photo must have a legend
- Every photo must have a photographic credit

Recommendation for references

Anglo-saxon style

- References must be included in the text by last name of author and year of publication with no punctuation between the two in round brackets
- Specific information and quotes must also include the page number separated from the year with a colon
- In the case of two authors separate the names with and
- Publications with more than three authors list only the first author's name followed by et al and the year of publication. In the case of multiple references separate authors with semicolons. Knight, Smith and Jones, a
- The order should be chronological

- At the end of the paper please include a reference list not general bibliography for all the references in the text listed alphabetically. Reference: see European style
- The publication on the alphabetical list MUST have a direct reference in the text

European style

Books

- Name comma initial of first name in small capitals
- Title in italics
- Place and a date of publishing

Articles

- Name comma initial of first name in small capitals
- Title in quotation marks
- use in when referring to an article in a book or collection of articles
- Title of the review or the collection is in italics
- Number volume
- year

pages

Checklist for Images

- files pictures and boards are in JPG
- NB Figure numbers corresponds to a file name Please include the last name of the principle author in the file name Example Brajer Fig jpeg If you want to present a picture a and a picture b either juxtapose them in a single file or you assign them different numbers Fig Fig
- The size of every file MUST NOT exceed Megabyte
- The resolution of Tables is sufficient
- Images MUST NOT be inserted into the Word file but sent as separate files with the title fig fig

Compliance with these instructions is essential for the good progress of the publication on the platform of revues.org which is produced with the software Lodel We draw your attention to the fact that non compliance with the guidelines provided here will cause considerable delays in the edition and publishing We thank you for your cooperation