

EMSCAT – Instructions to authors

Submitting a thematic volume

This document was updated in June 2020.

EMSCAT publishes original papers only. Papers submitted to the editorial board should not be under simultaneous consideration by another journal.

Articles of a thematic volume may be written either in French or English, but authors whose mother tongue is not English are asked to have their English checked and corrected before submitting their paper.

The journal's website allows users to access the papers and to download them in PDF and ePub formats.

A thematic volume is under the editorial responsibility of one (or several) invited editor(s). This editor should first contact the editorial board to present the thematic volume project. The editorial board checks whether or not the volume is compliant with *EMSCAT*'s scope () and gives a first general opinion on the project.

If it is positive, the review process will start, once the complete volume, compliant with our format, is sent to the desk editor at emscat@ephe.psl.eu

Two possible scenarios:

- The volume has not yet been reviewed by external reviewers: we choose together the external reviewers, and the member of the editorial board who will review the complete volume and follow the revisions with the invited editor. The invited editors can suggest external reviewers' names. During the internal review, the invited editor and *EMSCAT* desk editor make sure that the manuscripts and illustrations are compliant with *EMSCAT* format (see below).
- The volume has been reviewed by external reviewers: the invited editor submits the complete volume and the external review reports (for each article). We choose together the member of the editorial board who will review the complete volume and follow the revisions with the invited editor. During the internal review, the invited editor and *EMSCAT* desk editor make sure that the manuscripts and illustrations are compliant with *EMSCAT* format (see below).

1) External review: the invited editor contacts two external reviewers, either for each article or for the entire volume. Once the revised manuscripts are submitted by the authors, the invited editor makes sure that the required revisions have been correctly applied.

2) Internal review: a member of the editorial board reviews the volume, informs the invited editor of any required changes, and makes sure these changes are applied in the revised version(s). The editorial board reserves the right to reject a paper if the revisions required by the reviewers or the editorial board have not been taken into account by the author.

Manuscript

Manuscript and illustrations of each article of the thematic volume should be compliant with EMSCAT format, prior to submission at emscat@ephe.psl.eu, *otherwise the volume will be returned to the invited editor*. Authors are responsible for the permission to reprint requests.

File format

- Each manuscript of the volume should be submitted in .doc format (not .docx).
- The text should be typed using Time New Roman font, 12 point, without line spacing and justified.
- Use a Unicode font for non-European characters (Cyrillic, Chinese, Tibetan, Arabic, etc.), and specify which font it is.
- No automatic formatting should be used, tabulations excepted.

Metadata

At the top of each manuscript, please provide:

- The article title, both in English and in French.
- The full name of the author(s).
- The abstract, both in English and in French (maximum 6 lines).
- 6 keywords, both in English and in French.
- A short biographical note of 4 lines (affiliation, research subjects, 3 main publications, email address if possible).

Formatting rules

- Centuries should be indicated using numbers: 1st century, 2nd century, 3rd century, 4th century, 20th century.
- Headings should be in bold and the level of heading should be indicated: H1 for a level 1 heading, H2 for a level 2 heading, etc. (this shows the article's structure, but the headings should not be numbered).
- Three levels of headings (maximum) are allowed.

- In the text, spelled out numbers are used. When followed by a unit of measurement, digits are used.
- A space (not a comma) should be used in numbers containing more than three digits (1 000, 23 000), except in page numbers and dates.

Vernacular terms

- Terms in other languages than English should be italicised and placed between brackets. They usually follow their English translation: the “merits” (*buyan*)
However, write: The term *buyan* comes from Tibetan [...].
- When several languages are used, the vernacular terms are always preceded by the language abbreviation: the “merits” (Mo. *buyan*).
- Proper nouns and toponyms are not italicised.
- The transcription and transliteration rules described on our website should be followed: <https://journals.openedition.org/emscat/2971?lang=en>
- If specific rules are used or if no rule exists in *EMSCAT* for a particular language, the transcription/transliteration rules followed by the authors should be consistent in the volume, and explained in the volume’s introduction.

Footnotes

- Footnotes should be numbered (1, 2, 3).
- The footnotes should not contain full bibliographic references.

Quotations

- Short citation: in the text, between quotation marks.
- Long citation: in an independent paragraph, preceded and followed by a paragraph break, typed in Times New Roman font, 10 point, indented and without quotation marks. The bibliographic reference is provided at the end of the cited paragraph, between brackets and after the period.

Bibliographic references

In the text

- Directly inserted in the text (not as a footnote): (Hamayon 1990, p. 273) or (Hamayon 1990, pp. 355-378) or (Hamayon & Beffa 1978).
- In case of multiple references, use a semicolon between each author: (Hamayon 1990, 2003, p. 303; Beffa 1987; Ruhlmann 2006; Ruhlmann *et al.* 2008).

In the bibliography

- A bibliography should be placed at the end of each article of the volume.
- All the bibliographic references cited in the text should appear in the bibliography, and vice versa.
- References should be arranged alphabetically (by author's name), and then chronologically.
- Multiple references for the same author: a line break between each reference, without repeating the author's name.
- For the same first author, the multiple-author references should be sorted by number of authors, and then alphabetically.
- References in other languages than English, French, German, Spanish and Italian should be followed by their translation into English, between brackets and without italics.
- Regarding the online references, either indicate the URL and the date of latest access, or the DOI (preferably the DOI):

Tan, G. 2013 An ethnography of life and changes among Tibetan nomads of Minyag Dora Karmo, Ganzi Tibetan Autonomous Prefecture, Sichuan Province, *Études mongoles & sibériennes, centrasiatiques & tibétaines* 43-44 [online, URL: <https://journals.openedition.org/emscat/2111>, accessed 9 October 2016].

Tan, G. 2013 An ethnography of life and changes among Tibetan nomads of Minyag Dora Karmo, Ganzi Tibetan Autonomous Prefecture, Sichuan Province, *Études mongoles & sibériennes, centrasiatiques & tibétaines* 43-44, <https://doi.org/10.4000/emscat.2111>.

References (in English/French) should be formatted as follows:

Articles in a journal

Norman, K. R. 1996 Solitary as rhinoceros horn, *Buddhist Studies Review* 13(2), pp. 133-142.

Meyer, F. 1987 Des dieux, des montagnes et des hommes. La lecture tibétaine du paysage, *Études rurales* 107-108, pp. 107-127.

Articles in a special issue

Pieruccini, C. 2002 Epic landscapes. Descriptions of forests in the Mahābhārata, in J. Vacek & H. Preinhaelterova (eds), *Nature in Indian Literatures and Art, Pandanus* 2, pp. 93-103.

Devienne, S. 2013 Régulation de l'accès aux parcours et évolution des systèmes pastoraux en Mongolie, in J. Bonnemaire & C. Jest (eds), *Le pastoralisme en Haute-Asie : la raison nomade dans l'étau des modernisations, Études mongoles & sibériennes, centrasiatiques & tibétaines* 43-44, <https://doi.org/10.4000/emscat.1969>

Books

Keown, D. 2000 *Contemporary Buddhist Ethics* (London, Routledge).

Bonnier, X. (ed.) 2015 *Le parcours du comparant. Pour une histoire littéraire des métaphores* (Paris, Classiques Garnier).

Articles or chapters in a book

Nelson, L. 2006 Cows, elephants, dogs and other lesser embodiments of Atman. Reflections on Hindu attitudes towards non-human animals, in P. Waldau & K. Patton (eds), *A Communion of Subjects. Animals in Religion, Science, and Ethics* (New York, Columbia), pp. 179-193.

Karmay, S. & K. Buffetrille, 2017 Un parcours tibétain, in K. Buffetrille & I. Henrion-Dourcy (eds), *Musique et épopée en Haute-Asie. Mélanges offerts à Mireille Helffer à l'occasion de son 90^e anniversaire* (Paris, l'Asiathèque), pp. 409-427.

Books belonging to a series

Tsybikov, G. 2017 *A Buddhist Pilgrim at the Shrines of Tibet* (Leiden, Brill, Brill's Tibetan Studies Library 42).

Bonnier, X. (ed.) 2015 *Le parcours du comparant. Pour une histoire littéraire des métaphores* (Paris, Classiques Garnier, Rencontres 101).

Theses

High, M. M. 2008 *Dangerous Fortunes. Wealth and Patriarchy in the Mongolian Informal Gold Mining Economy*. PhD thesis in anthropology (Cambridge, University of Cambridge, King's College).

Jacquemoud, C. 2017 *Diversité religieuse en République de l'Altai : concurrences et convergences. Enquête sur le renouveau religieux des Altaïens de la République de l'Altai (Fédération de Russie)*. PhD thesis in anthropology (Paris, École Pratique des Hautes Études).

Arrangement of the illustrations

- All illustrations (photographs, tables, graphs, diagrams, drawings, maps, etc.) must be sent in a separate folder (one file by illustration), but their exact position in the manuscript should be indicated as follows:
Figure 1. Figure title (highlighted in colour).
Table 1. Table title (highlighted in colour).
- The copyright notice and the caption (and the date and location, for photographs) should be provided (highlighted in colour).

Illustrations

Files format

- All figures (photographs, graphs, diagrams, drawings, maps, etc.) should be composed or scanned in high resolution, at least 300 dpi for a width of 15 cm, in tiff, psd, jpeg or png.
- They should be in English or French (depending on the article's language).
- A composite figure (a figure containing several illustrations) should be submitted as a single figure.
- Each table should be submitted separately, preferably as a text file.
- Each illustration should be named: figure1, figure2, table1, table2, etc., and be sent in a single folder named "illustrations".

Numbering

- Illustrations should be numbered as they appear in the text.
- Table numbering should independent of the numbering of other figures.

Permissions to reprint

If an illustration is not by the article's author and/or if it has been published before, the author should obtain the permission to reprint it (permission given either by the author of the illustration or by the publisher for published figures), and send this permission by email to the invited editor, who will forward all the permissions to the editorial board, on submission of the volume.

In case there are copyright fees, the permission to reprint might be sent later, when the paper is officially accepted for publication, but we should be informed at submission of the volume.

Appendices

It is possible to add additional content (text, image or audiovisual files) as appendices to the article. These files should be submitted at the same time as the manuscript and illustrations, in a separate folder named "appendices".

Contact us

To submit a thematic volume or if you have any questions, please contact us at:
emscat@ephe.psl.eu