

INSTRUCTIONS TO AUTHORS

1. General Guidelines

The *CONFLUENCE Sciences & Humanities Journal* publishes original texts (see Publication Policy). The article should not exceed **40,000 characters**, including bibliography, footnotes, figures, and spaces.

The file should be sent in .doc, .rtf or .odt format and must be composed of the following elements in this order:

- The **title of the article**.
- A **brief description** of 500 characters maximum (including spaces) highlighting the impact and innovative aspect of the article.
- An **abstract** of maximum 1000 characters (including spaces) in French, English, and one of the following three languages: Italian, German, or Spanish. The abstract must show the theme, the problem, and the results of the contribution. They must respect the punctuation rules of each language.
- A **list of key words** in English, French, and one of the following three languages: Italian, German, or Spanish (maximum 6 for each language), separated by commas. Propose at least one term corresponding to the scientific discipline in which your work falls.
- **Information about the authors** (which will then be anonymised before the article is evaluated):
 - **First name then surname**, in lower case except for initials.
 - **Institutional affiliation**: research unit or department (logo or acronym, with the number for French research centers), institution, city, country.
 - **E-mail address** (preferably institutional e-mail).
 - If the article is signed by more than one person, the person submitting the proposal must declare in the accompanying email that he/she has obtained **the agreement of all the co-authors** of the text to act on their behalf (see the Ethical and Scientific Integrity Charter).
- The **scientific article**.
- The **list of bibliographic references** (maximum 30). In the case of a literature review or synthesis, the bibliographic references may not exceed 200.

Articles should be sent to the following address: revueconfluence@univ-catholyon.fr

2. Illustrations and Data

It is possible for the Journal to publish articles accompanied by illustrations (iconography, photos, etc.), in black and white or in colour. However, only black and white illustrations will appear in the paper version of the journal.

- Original illustrations and figures should be sent as a separate file together with the manuscript, accompanied by captions.
- The source or credits ("Creative Commons BY-SA license", "© Musée Yves Klein" or "Image produced by the author") must be mentioned after the caption, below the illustration.

3. Convention Concerning the Feminisation of Texts (for languages with masculine and feminine forms)

We favour conjunctive writing using doublets ("her or his") for gendered languages, collective terms ("the group", "the colleagues") and neutral or epicene terms ("the individual", "the persons") - bearing in mind that readability is more important than systematicity.

4. Presentation of the Manuscript

Authors are asked to respect the following guidelines for the submission of their text.

4.1. Composition, Typography, and Titles

- Use **Times New Roman** on PC and **Times** on Macintosh).

Text (Paragraph without indentation, line spacing: 1) Times 11

Long quotation (more than 3 lines) Times 10, left indent 2 cm

Notes Times 10

References Times 10

- Use only the Latin alphabet; use simplified transliteration for Cyrillic, Arabic, Chinese, etc. The original may be footnoted.
- Capital letters are accented.
- The following levels should be used and clearly indicated in the text:

Title of the article **Times 18, centred, bold**

Level 2 title **Times 16, bold, numbered "1. Title".**

Level 3 title **Times 12 bold, numbered "1.1. Subheading"**

Italics should be used:

- To highlight words or groups of words in the body of the text, especially those that are discussed in the article (never use bold or underline).

Example: The use of the name John Doe is recognised as a *common name* in databases.

Capitalization:

- Do not use capitals in French book titles or to emphasise a word (prefer italics, or as a second choice, inverted commas).
- Specify the meaning of an **abbreviation** the first time it is used in the text.

5. Bibliographical References

The bibliographical references will be developed at the end of the text and differentiated from the notes. They are announced by a heading: Bibliographical References (not "bibliography"). Only include references that are explicitly mentioned, cited, and referred to in the text.

5.1. Bibliographic Citations

5.1.1. Mentioning proper names in the body of the text

Proper names should be mentioned in lower case, normal text (except for initials).

When the author of an article or a book is mentioned, the date of the edition used and, if applicable, the pagination in parenthesis should be given.

Example: [...] but this will not remedy the precision of the instructions to authors (Doe, 2002, p. 55).

In the case of a multi-author reference:

- Two authors: (Doe and Mustermann, 1993, p. 124).
- Three authors: (Doe, Untel, and Agerio-Negidio, 2014, p. 214).
- On the other hand, from three authors, the references in the text are as follows: (Doe *et al.*, 2001, p. 55).

5.1.2. Quotations

They must correspond exactly to the original text. The author is responsible for their accuracy. Italics should not be used for quotations.

- If they are short (1-2 lines), they should be given in the text, in normal text, between inverted commas (see 4.2).
- If they are long (more than 3 lines), they should be taken out of the text, indicated by a left indent, a space before and a space after, without inverted commas. In any case, they may not exceed two paragraphs. References should be added after quotations and outside their punctuation. Example: This is an end of a long quote. (Doe, 2016, p. 10)

The author's interventions in the text of a quotation (deletions, additions, or replacements of words or letters) will be indicated in square brackets:

- Text cuts: [...].
- Modifications: take[s].
- Comments: [here it is about *Le Monde*] or [we underline].

5.2. Footnotes

Footnotes may contain bibliographical references but cannot be reduced to them.

- Footnotes: use automatic numbering, which automatically raises the footnote. This is placed in French before any punctuation, including closing inverted commas.
- They should not, as far as possible, exceed 5 lines each.

5.3. List of Bibliographic References

The journal uses the **NF ISO 690:2010** standard, adapted by AFNOR and widely used in France.

The bibliographic references are classified by author and date.

A style is available on the **Zotero** bibliographic management software: *ISO-690 (author-date, no abstract, French)*

5.3.1. Memo on the Principal Schemas According to the ISO 690 Standard

ARTICLES AND PERIODICALS	
Article	<p>SURNAME, First name of the author. Year of publication. Title of the article. <i>Title of periodical in italics</i>, number, pages. ISSN</p> <p>Example: DOE, Jane. 2002. The case of the sample man. <i>Umpteenth Journal of the Sciences</i>, n°3, pp. 315-355.</p>
Electronic Article	<p>SURNAME, First name of the author. Year of publication. Title of the article. <i>Title of the periodical in italics</i> [online], year, n° [Accessed on DD/MM/YYYY]. Available at: URL or DOI. ISSN</p> <p>Example: DOE, Jane. 2002. The case of the sample man. <i>New Science Review</i>, 2002, No. 3 [Accessed 31/02/2002]. DOI: 10.4000/gen.14582.</p>
Periodical issue	<p><i>Title of the periodical in italics</i>. Edition statement. Place of publication: Publisher, year, numbering in the series. ISSN</p> <p>Example: <i>Umpteenth Journal of the Sciences</i>. 3rd ed. Lyon : Éditions Passe-partout, 2002, n°3.</p>
Online periodical issue	<p><i>Title of periodical in italics</i> [online]. Place of publication: Publisher, year, numbering in the series. Accessed on DD/MM/YYYY]. Available at: URL or DOI. ISSN</p>

BOOKS AND CHAPTERS	
Book	<p>SURNAME, First name of the author. Year of publication. <i>Title in italics</i>. Publishing name. Place of publication: Publisher. Pagination. Series. ISBN (optional)</p> <p>Example: DOE, Jane. 2002. <i>The limits of placeholders</i>. 3rd ed. Lyon: Éditions Passe-partout. 300 p. Collection Locatiae.</p>
Electronic Book	<p>SURNAME, First name of the author. Year. <i>Title in italics</i> [online]. Publishing name. Place of publication: Publisher. Accessed on DD/MM/YYYY]. Series. Available at: URL or DOI. ISBN (optional)</p>

	<p>Example: DOE, John. 2003. <i>The modalities of placeholders</i> [online]. 4th ed. Lyon : Éditions Passe-partout. [Accessed 29 February 2013]. Collection Locatiae. Available from: https://www.lesmodalitesdelapantonymie.ici</p>
Book in several volumes	<p>SURNAME, First name of the author. Year of publication. <i>Title in italics</i>. Mention of edition. Place of publication: Publisher, number of volumes.</p> <p>Example: MUSTERMANN, Max. 2006. <i>The modalities of placeholders</i>. New expanded edition. Lyon: Éditions Passe-partout, 3 volumes.</p>
Volume of a book in several volumes	<p>SURNAME, First name of the author. Year. <i>Title of the work: title of the volume</i>. Volume number. Edition mention. Place of publication: Publisher.</p> <p>Example: MUSTERMANN, Erika. 2007. <i>The resources of placeholders: the origins</i>. Vol. 1. New expanded edition. Lyon: Éditions Passe-partout.</p>
Chapter	<p>SURNAME, First name of the author. Year of publication. Title of chapter. In: SURNAME, First name of author (if different) (ed.). <i>Title of the work in italics</i>. Mention of edition. Place of publication: Publisher, pagination.</p> <p>Example: DOE, John. 2006. The case of the substitute mark. In: MUSTERMANN, Erika (ed.). <i>The practice of filling in a false text</i>. 4th ed. Lyon: Éditions Passe-partout, pp. 3155-3204.</p>
Electronic Chapter	<p>SURNAME, First name of the author. Year of publication. Title of chapter. In: SURNAME, First name of the author (if different). <i>Title of the work in italics</i> [online]. Mention of edition. Place of publication: Publisher. [Accessed on DD/MM/YYYY]. Available at: URL or DOI.</p> <p>Example: DOE, Jane. 2009. Hyperonymy in practice. In: MUSTERMANN, Max (ed.). <i>Writing a non-identified text</i> [online]. 3rd ed. Lyon : Éditions Passe-partout. [Accessed on 31/02/2011]. Available at: https://www.ecrireuntextenonidentifie.lhyperonymie.ici</p>

For **book directions**: Indicate (dir.) after the author's first name.

DICTIONARIES AND ENCYCLOPEDIAS	
Papers, author identified	<p>SURNAME, First name of the author of the entry. Year. Entry consulted. In: SURNAME, First name of the author (ed.). <i>Title of the encyclopaedia in italics</i>. Place of publication: Publisher.</p> <p>Example: AGERIO, Aulo and NEGIDIO, Numerio. 2014. Fictional names in Roman law texts. In: DOE, John (ed.). <i>The dictionary of pantonymy</i>. Lyon: Éditions Passe-partout.</p>

Electronic, author identified	SURNAME, First name of the author of the entry. Year. Entry consulted. In: SURNAME, First name of the author. <i>Title of the encyclopaedia in italics</i> [online]. Place of publication: Publisher. [Accessed on DD/MM/YYYY]. Available at: URL or DOI
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UNIVERSITY WORKS

Dissertation or thesis (paper)	SURNAME, First name of the author of the entry. Year. <i>Title in italics</i> . Doctoral thesis/Dissertation: Discipline. Place of defence: University, number of volumes/pages.
Dissertation or thesis (online)	SURNAME, First name of the author of the entry. Year. <i>Title in italics</i> [online]. Doctoral thesis/Dissertation: discipline. Place of defence: University, number of volumes/pages. [Accessed on DD/MM/YYYY]. Available at: URL or DOI Example: UNTEL Lambda. 2015. <i>The correction of false text</i> [online]. Doctoral dissertation: Philosophy. Laville: University of the Far, 735p. [Accessed 30/02/2017]. Available from: https://www.universiteperpete.thesededoctorat.correctionfauxtexte.ici
Conference proceedings	SURNAME, First name of the author or organisation. Year of publication. <i>Title of the conference in italics</i> : conference proceedings, date of the conference, place of the conference. Place of publication: Publisher, pages.
Conference paper (with proceedings)	SURNAME, First name of the author. Year. Title of the paper. In: SURNAME, First name or Organizing body of the conference (dir.). <i>Title of the conference in italics</i> : conference proceedings, date, place of the conference. Place of publication: Publisher, pages.
Paper without proceedings	SURNAME, First name of the author. Year. Title of the paper. In: SURNAME, First name of the organisers of the conference/study day. <i>Title of the conference in italics</i> , date, place of the conference. Example: UNTEL Lambda. 2019. Reinventing sample cases. In: University of the Far Away Research Circle. <i>Pantonymy in all Languages Conference</i> , 29 February 2019, Laville, France.
Conference without proceedings	SURNAME, First name of the organizers of the conference. Year. <i>Title of the conference in italics</i> , date, place of the conference. Example: The Research Circle of the University of Lointain. 2019. <i>Pantonymy in all Languages Conference</i> , 29 February 2019, Laville, France.

VIDEOS AND IMAGES

Film	SURNAME, First name of Producer or Director. Year. <i>Title of film in italics</i> [motion picture or documentary film]. Location: Studio or film company. Example: MUSTERMANN, Erika [Director]. 2017. <i>Practising shooting fictional films</i> [documentary film]. Perpétua: Studio Placeholder.
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Report or episode from a programme (TV or radio)	SURNAME, First name of Reporter. Year. Title of report or episode [TV report or episode]. In: Director. <i>Title of programme in italics</i> . Location: Studio or film company, date.
Online video	SURNAME, First name of Author [Pseudonym]. Year. <i>Title of the video in italics</i> [online video]. Accessed on [DD/MM/YYYY]. Available at: URL or DOI
Original photograph or image	SURNAME, First name of Author. Year. <i>Title of work in italics</i> [Photograph or Artwork]. Location: Museum or organisation holding the work. Example: UNTEL, Lambda. 2019. <i>The Sample Man</i> [Photograph]. Perpetua: Museum of Contemporary Art.
Photograph or image (online)	SURNAME, First name of the Author. Year. <i>Title of the work in italics</i> [Image online]. Available at: URL or DOI

INTERNET DOCUMENTS	
Website	SURNAME, First name of the author or Organisation. Year of publication or update (if available). <i>Title of website or page in italics</i> [online]. [Accessed on DD/MM/YYYY]. Available at: URL Example: DOE, John. 2019. <i>Producing digital fictional text</i> [online]. [Accessed 31/02/2021]. Available from: URL: https://www.fauxtextenumerique.ici
Document or report in PDF online	SURNAME, First name of the author. <i>Title of document in italics</i> [PDF]. [Accessed on DD/MM/YYYY]. Available from: URL or DOI
Wikipedia and other wikis	Accessed entry. In: Wikipedia, the free encyclopaedia [online]. [Accessed on DD/MM/YYYY]. Available at: URL or DOI

LEGAL TEXTS, STANDARDS AND PATENTS	
Standard	Standard publisher. Year. <i>Title of the standard in italics</i> . Reference of the standard, pages. Example: Lorem ipsum. 2017. <i>Specific instructions to authors</i> . NN-12345, pp. 3799-3999.
Patent	SURNAME, First name of the Applicant/Patentee/Applicant or Organisation. Year. Title of the invention. Inventor. Applied for on: date. Type of classification: document number.

If you have any technical questions about these instructions, please contact the Editorial Secretariat of the journal:
revueconfluence@univ-catholyon.fr