

Editorial Policy and Ethics – Linguistic Minorities and Society Journal

In accordance with the good practices of Open Access and Plan S., the journal:

- Is released under a CC BY 4.0 Creative Commons License
- Is offered as a continuous publication, with articles being uploaded up to three times for each issue
- All issues are thematic and include a varia section to publish non-thematic articles.
- The issues are fully processed on Érudit and the function to automatically generate PDFs from XML are available. The articles are therefore available in pdf and html formats.

Continuous publication as well as the varia section in each issue allow the LMS journal to considerably reduce its release time.

Governance

The mandate of the journal *Minorités linguistiques et société/Linguistic Minorities and Society* (MLS/LMS) is defined by the leadership of the Canadian Institute for Research on Linguistic Minorities (CIRLM). Editorial management of the review is determined by and reports to the Institute's leadership.

Editorial management is supported by an editorial board from which it may solicit journal orientations and theme suggestions. The members of the editorial board are called upon to vote on proposals for thematic issues, including themes, calls and directions. Members may also optionally participate in blind peer review. Editorial management may also invite their input at various other times.

Journal Mandate

Minorités linguistiques et société/Linguistic Minorities and Society is a bilingual (French and English) scientific journal of the Canadian Institute for Research on Linguistic Minorities. It seeks to promote awareness— from a multidisciplinary and interdisciplinary perspective in the language sciences, social sciences and humanities fields—of the research findings and reflections

on official language minority communities in Canada and on other linguistic minorities in Canada. Through its openness to comparative and international studies, it also seeks to shed a broader light on the situation of linguistic minorities in other parts of the world.

The journal's mandate is directly related to the mission of the Canadian Institute for Research on Linguistic Minorities, which is to produce and publish knowledge on the situation of Canada's official language minorities and the priority issues affecting them.

The journal welcomes contributions that focus on official language minorities and public language policymakers. Calls for papers for thematic issues focus on research to support the various official language minority stakeholders and public policymakers on language issues, as well as research that can contribute to a better understanding of official language minority communities (OLMCs). Each issue has a *Varia* section that brings together texts of a non-thematic nature. These articles must contribute to the production of new knowledge on OLMC issues or allow for comparison with other minority language groups in Canada (First Nations, Métis, Inuit and non-official languages) or elsewhere in the world.

The journal is particularly interested in receiving proposals on minority populations, community development; policy, influence and governance; language rights, recognition and legitimacy; as well as on memory, identity and diversity.

Whereas interdisciplinarity is valued, the research subjects must be directly related to linguistic minorities. For instance, immigration and diversity are relevant themes if they are considered from the perspective of linguistic minorities. The media may be a suitable subject if the situation of media in minority language communities or discourses about language or language rights in the media are examined.

Manuscript Preparation

The journal *Minorités linguistiques et société* / Linguistic Minorities and Society is a bilingual open access scientific journal. The journal welcomes articles for publication in thematic issues (see calls for papers) and for publication outside the theme (section outside the theme of a thematic issue or issue outside the theme). The articles are double-blind peer-reviewed. It

also welcomes reviews that are evaluated by the reviewer and by the journal's Editorial Board. All texts are professionally edited for language.

Four Types of Published Texts

The journal *Minorités linguistiques et société/Linguistic Minorities and Society* (MLS/LMS) publishes peer-reviewed scientific articles in thematic issues approved by the journal's editorial board and management. A Varia section is used to publish off-topic articles in each issue.

A third section, entitled Perspectives, allows researchers and professionals to publish research notes, critical literature reviews or reflective texts that are not a scientific article, but which propose a quality of argumentation and reasoning that make them interesting texts for an academic journal. For example, this section may include research problems, critical literature reviews, research in progress, policy work, or interviews with important figures in the field. The articles in the Perspectives section are not peer-reviewed, but rather evaluated by the journal's editorial management, which may call upon members of the editorial board as required.

The fourth section contains book reviews that are evaluated by the person in charge of reviews and by the journal's editorial management. All texts are subject to professional linguistic revision.

Submitting a Manuscript

- Your text must be unpublished and not have been submitted to another journal.
- You must fill this electronic form: <https://icrml.ca/en/author-declaration-form>
- Your paper must contribute to the advancement of knowledge.
- Your paper must be written in English or French.
- You must submit a complete version of your manuscript, including a title page with the authors' names, full affiliations, full mailing address, email address, and a contact phone number.
- You must submit an anonymized version of your manuscript for peer review (remove any identifying information: see "How to Anonymize a Text" in a section below)

- Your manuscript must be accompanied by a) an abstract in French and English of 150 words maximum; and b) five keywords in French and English for the indexing of articles.
- Your text must include an introduction, a research question, objectives, methodology, research results and a conclusion, unless you choose a research method that implies a different structure.
- All references must be presented in alphabetical order of authors' names and according to American Psychological Association (APA) standards.
 - English guide prepared by Purdue University for APA style:
https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html
 - English guide prepared by APA:
https://libguides.tru.ca/ld.php?content_id=35089592
 - Endnote, a reference management tool that generates references according to APA standards:
<https://endnote.com/>
 - Zotero, a reference management tool that generates references according to APA standards:
<https://www.zotero.org/>
 - Google Scholar to cite references according to APA standards :
https://libguides.nie.edu.sg/apa7/google_scholar
- Upon receipt of a submission, the journal editors or issue editors will provide an initial opinion on whether the submission meets these general guidelines, highlighting its strengths and making suggestions for improvement. Following receipt of this feedback, authors who still wish to have their manuscript published in Minorités linguistiques et société/Linguistic Minorities and Society may revise it and resubmit it for review. Reviewers are encouraged to provide constructive feedback to help improve the manuscript.
- Files should be sent to: admin.mls-lms@icrml.ca. Co-authors should be copied on the submission, if applicable.

Detailed Guidelines

In addition to the APA standards, the following are detailed standards that must be met:

- Format: .docx
- Size: US Letter: 21,6 cm × 28 cm (8.5 po × 11 po)
- Length: Between 40 000 and 60 000 characters (including spaces) including abstract, tables, figures, notes and references.
- Margins: 2.5 cm de chaque côté
- Line spacing: 1.5
- Font size: 12 point. For all words, including figures.
- Font: Times New Roman
- Subheadings: Numbered to indicate the hierarchy (e.g., 1., 1.1, 1.1.1), up to a maximum of four levels of heading.
- Sub-headings not to be numbered: Abstract, Keywords, Introduction, Conclusion and References.
- *Italics*: Restrict its use to book titles, foreign language words, and self-describing words (autonyms).
- **Bold**: Reserve its use for titles and subtitles.
- Underline: Do not use
- Quotation marks: Reserve their use for quotations, definitions, and neologisms (in form or meaning), and to indicate the use of a word with qualification.

QUOTES AND REFERENCES:

- Any citation must be followed by the source from which it comes and the page number (in the case of a paginated document). Example: (Germain, 1999, p. 200).
- Short quotation (less than 40 words): In quotation marks within paragraphs.
- Long quote (40 words or more): Without quotation marks and indented on both sides of the text.
- Foreign language quotation: Any foreign language quotation must be translated into English in the body of the text and indicated as such. The original citation should be inserted in a footnote in the following format: 1. “Citation” (Reference, with page number).

- The footnote callout is then placed at the end of each quotation (after the closing quotation mark of a short quotation or the last word of a long quotation).
- References in the text (and in the notes): Place the references in the text, immediately after the quotation or the word to which they refer and complete them in the list of references and not in footnotes.

NOTES:

- Place notes at the bottom of pages;
- Number them continuously;
- Use insert footnote in Word;
- Insert the note after punctuation.

IMAGES AND PHOTOGRAPHS:

- Give the source precisely. Put only those that are absolutely necessary for the understanding of the text.

Anti-Plagiarism Policy

Minorités linguistiques et société / Linguistic Minorities and Society objects to plagiarism, regardless of its form: plagiarism of the work of others or self-plagiarism.

Plagiarism is the act of copying, in whole or in part, the work of others and passing them as one's own work. Self-plagiarism involves copying, even in part, one's own published work, with no reference to the original publication.

The journal invites the members of its committees, the Invited Editors of its special issues, and those invited to review manuscripts to report any form of plagiarism or self-plagiarism.

How to Anonymize a Manuscript

- Remove any mention of a grant received by yourself or your co-authors.
- Remove notes and acknowledgments that would identify you.
- Do not add headers and footers that would identify you.
- Make sure that the figures contain no information in connection with your institution.
- Self-quotation. Rephrase the text to remove any self-quotations you have made. For example, write “Forgeron and Leblanc (2009) have demonstrated ...” instead of “We already demonstrated (Forgeron and Leblanc, 2009).”
- If you have chosen to cite your own work, remove your name and other identifying information and replace it between brackets with words such as: [name removed to preserve anonymity, 2011]. In the list of references, you must remove the source of the citation. As an exception, keep essential references to your previous publications in the text and in your references if you believe that not including them might reveal your identity by omission.
- Delete any information that would identify you, including the names of authors, the names you have given to the files and make sure that properties on PC or Mac Word documents also be anonymous.