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.

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- Your text must be unpublished and not have been submitted to another journal.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/images/Author_declaration_form_2022.pdf
- Your paper must make a contribution 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)
- Lenght: 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 end of the text, except for quotations in foreign languages.
- 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.