## SERVICE SOCIAL JOURNAL

École de service social
Faculté des sciences humaines
Université Laval
Pavillon Charles-De Koninck
1030, avenue des Sciences-Humaines, #5452
Québec (Québec) G1V 0A6
Canada

Phone: 418 656-2131, ext. 7815 - Fax: 418 656-3567

Send your article to: RevueSS@svs.ulaval.ca

## **Author's commitment**

The Social Service journal only accepts articles submitted exclusively, that is to say:

- it is an original work that is not in the evaluation process for publication in another journal;
- the author submitting an article to the Social Service journal does not present it to other journals before receiving a reply from the person mandated to the effect that the article is not accepted;
- the article becomes the property of the journal if the author receives a notice of publication.

## Presentation of the article

## First page:

Contains the title of the article and the name of the author(s). Each author must provide the following information: degree(s) and discipline, professional designation, workplace, mailing address and telephone number.

Contains French and English summaries (maximum of 10 lines each) and a list of keywords in French and English. The summary is used to solicit evaluators.

### The article:

Pagination is requested. The submitted text must not exceed 20 pages (including tables, graphs, references and footnotes). The text should be double-spaced, with margins of 2.54 cm. In terms of form, we want conciseness, clarity and respect for high quality standards. The author should pay particular attention to the use of abbreviations, repetitions, complete references, grammatical agreements, the correctness of mathematical calculations, punctuation, etc. It must also make the subtitle hierarchy clear and typographically distinguish them from the text. Wherever possible, it is best to avoid footnotes. When it is not possible to do otherwise, it will be inserted at the bottom of the page and not at the end of the text.

# Tables and graphic:

Preferably in Word format, the tables and graphs are presented in numerical order and accompanied by a title. We limit the number (ideally 2 or 3), keeping only those considered essential to the understanding of the text.

#### Citations:

The author must pay particular attention to the accuracy of citations and references. In the case of a short quotation of less than four lines, it is inserted in the body of the text in French quotation marks. If the quotation is long and has more than four lines, then enter it by the colon followed by a line break. The quotation then forms a single paragraph indented to the left and right, omitting the quotation marks.

## If references are in the article:

- relate to the idea of an author without using an explicit citation, it will be indicated as follows: (Home, 1980);
- have a citation or a point on a specific page, it will be indicated as follows: (Home, 1980, p. 199).
- include several references from the same author and the same year, the year will be followed by a small letter (in the text, notes and bibliography, if applicable): (Home, 1980a);
- include several authors mentioned, they will be indicated in ascending order of year of publication and separated by a semicolon: (Fagnan, 1991, Dupuis, 1995, Tardif, 1998);
- have a book with more than two authors, mention only the first name followed by "and al." In italics: (Bourbonnais and al., 1997).

## **Bibliography**

Where a reference contains more than one author, all names must be mentioned. Do not use the words "and al." in the bibliography. In addition, the references should be grouped in alphabetical order and presented according to the following models:

The references will be sorted alphabetically and presented according to the following models:

Bertot, J. and A. Jacob (1991). Interacting with immigrants, Montreal, Meridian.

Beaudry, L. and L. Jalbert (1987). "Neoliberalism, political significance and significance", in J. Bertot and A. Jacob, The metamorphoses of liberal thought, Sainte-Foy, Presses de l'Université du Québec, p. 9-27.

Bourassa, C. (2003). "The relationship between spousal violence and behavioral disorders in adolescence: the mediating effects of parent-adolescent relationships", Social Service, Vol. 50, No. 1, p. 30-56.

Government of Quebec (2003). The pleasure of success is built with my entourage. Framework of Reference, Quebec, Ministry of Education, Recreation and Sport.

[http://www.mels.gouv.qc.ca/dfga/politique/fecre/pdf/cadre\_fecre.pdf.]

## Acronym or abbreviation

Enter in words the first occurrence of the names of organizations or expressions followed by the acronym or acronym in parentheses such as the Ministère de l'Éducation du Québec (MEQ). Subsequently, use the acronym or acronym alone.