GUIDELINES FOR AUTHORS

The Cahiers invite authors to submit original articles or research notes with a maximum length of 11,000 words (counting 400 words for a full page figure or a table of over 9 columns in width or 40 rows in height; other tables and figures to count for 200 words). Manuscripts submitted are subject to peer review and the results of the review (accepted, refused, accepted with suggested changes) are communicated to the author(s). Sole responsibility for texts accepted for publication rests with the authors.

A covering letter or email must specify the name, affiliation and electronic address of the author or authors. Titles, authors’ names and email addresses must be shown on the title page of the manuscript. Academic affiliations, acknowledgements and thanks, where appropriate, should appear in a footnote.

Manuscripts should be sent by email to cahiers@demographesqc.org with a copy to yves.carriere@umontreal.ca

The management of the journal is not obliged to submit to peer review any manuscript which does not conform to these guidelines.

On acceptance of a final version of their manuscript, authors will be asked to sign an agreement governing the publication of their text by the journal.

PRESENTATION OF MANUSCRIPTS

Abstract

Authors are requested to supply an abstract which should be a minimum of 6 lines and a maximum of 12 lines. If possible, an English version of the abstract should also be provided, including a translation of the title.

Acronyms and abbreviations

On first mention, the name or title denoted by an acronym or abbreviation should be fully spelled out, followed by the acronym itself in brackets and without other punctuation. Example: Institut de la statistique du Québec (ISQ).
Particular names and titles should have an upper case letter for the initial word only, unless they include a proper name. Example: Enquête sociale générale (ESG). The same goes for titles denoted by acronyms where all the letters are in upper case: Agence canadienne de développement international (ACDI).

**Notes and references**

Footnotes should be kept to a minimum, and numbered using Arabic numerals.

Bibliographical references should be cited in the text in the following form: (Beaujot, 2000; Bourbeau et collab. 2000; Caldwell et Gauvreau, 2000). Use lower case letters to distinguish different publications by a single author in the same year. Example: (Termote, 1992a; Termote, 1992b : 183).

All bibliographical references in the final bibliography must be cited in the text. Authors should also check that all references cited in the text appear in the bibliography.

**Formatting of tables and figures**

Tables and figures may be produced in colour or in black and white.

Tables may be produced using the same software as the text or in Excel. They must not be pasted in image format.

Figures must be produced in Excel or saved in Excel format along with the tables used to create them.

Notes which form part of tables or figures must be numbered using a,b,c. They are to be placed immediately below the table, before the source reference.

Do not forget to use decimal commas (not full stops) in tables and figures.

Attach original files of tables and figures when submitting a manuscript.

Tables used to generate figures and graphs, if any, must also be attached.

**Titles of sections**

Titles for the different sections of articles are not obligatory, except for the bibliographic references section which must be entitled « Bibliographie ».

Titles of sections must be in upper case and bold, and those of sub-sections in bold. The next hierarchical level in descending order should be in italic.

**Bibliographic references**

Bibliographic references must be listed in alphabetical order at the end of the text. The bibliography should include only works cited in the text. The referencing style is illustrated in the following examples.
Article

Book

Book chapter

Work of several authors


Book reviews
Reference to the book being reviewed should be formulated as in the following examples.
