

Recommendations to authors

Revue des politiques sociales et familiales

Editorial line

Founded in 1985, the *Journal of Social and Family Policies* [RPSF] (*Research and Projections* from 1985 to 2009, then *Social and Family Policies* until March 2015) is a **quarterly peer-reviewed and multidisciplinary scientific journal**. It publishes **original research in the field of family and social affairs** (public policies, benefits, service offerings, actors of these policies, targeted audiences, etc.), **as well as developments affecting the family, childhood, youth, parenthood, poverty and housing**. The journal welcomes articles in all areas of social sciences and humanities. Its multidisciplinary approach requires authors to use plain words and explain what does not come under common language (presentation of measures, theoretical concepts, specific survey methods, etc.). The *RPSF* is developed based on special thematic issues or dossiers, or presented in the form of a collection of contributions (mixed issues).

Submitting an article to the journal

Articles can be spontaneously submitted all year long. They should be sent electronically to the editor-in-chief, Anne Unterreiner: rpsf@cnafr.fr.

➤ To submit a scientific article

Scientific articles are **original contributions based on empirical subject matters**. The article should not have been previously published or be under review with another journal. It must be based on a **solid research question**, developed from a **problematised state of the art**. The survey method should also be clearly stated.

- Maximum length: 60,000 characters with spaces (footnotes, appendices and references included).
- Expected presentation (non-anonymous version):
 - Page 1: first name, last name, position, home organisation, email of the author(s),
 - Page 2: title, abstract of 1,200 characters with spaces maximum, short list of keywords (4 to 7 maximum) in French and in English (British English),
 - Page 3 and following pages: main text that can include a methodological inset, as well as insets detailing necessary information for the clear understanding of the article (for instance, presentation of public policies or specific measures).

NB: an additional anonymous version of the article is also expected (see the journal's articles style sheet).

- Journal assessment method: Articles submitted to thematic issues or dossiers are the subject of **prior discussion with the coordinators** of the issue. Articles submitted directly to the journal are sent to **preliminary assessment**. Once these first steps are over, the article is sent to **double blind assessment** before being presented to the editorial board. This phase is then followed by a second assessment phase, in case substantial modifications are requested, or by a new editorial board decision, in case of resubmission.

➤ To submit a synthesis and perspective, study and method article

Syntheses and perspectives, studies and methods articles present **problematised analysis of grey literature, research synthesis, quantitative, qualitative or methodology overviews**, which are included in the field covered by the *RPSF*. Authors must **clearly present their demonstration**,

including **by relating their contribution to previous research** on the same subject matter, by introducing and concluding their comments.

- Maximum length: 30,000 characters with spaces (footnotes, appendices and references included).
- Expected presentation (non-anonymous version):
 - Page 1: first name, last name, position, home organisation, email of the author(s),
 - Page 2: title, abstract of 800 characters with spaces maximum, short list of keywords (3 to 5 maximum) in French and in English (British English),
 - Page 3 and following pages: main text that can include insets detailing necessary information for the clear understanding of the article (for instance, presentation of statistical data, public policies or specific measures).

NB: an additional anonymous version of the article is also expected (see the journal's articles style sheet).

- Journal assessment method: Articles submitted to thematic issues or dossiers will be the subject of **prior discussion with the coordinators** of the issue. Articles submitted directly to the journal are sent to **preliminary assessment**. Once these first steps are over, the article will be submitted to at least one anonymous reviewer.

➤ To submit a review

Reviews are **book or symposium reviews** related to the journal's areas of interest. After briefly presenting the overall book or symposium, the author of the review is expected to present a **cross-sectional analysis** of the book or symposium presentations, by placing them in their area of research, by discussing their content against other scientific contributions, and/or by opening new study and research perspectives for the future. Reviewed book authors or symposium organisers cannot submit reviews.

Book review

- Maximum length: 8,000 characters with spaces (footnotes, appendices and references included)
- Expected presentation (non-anonymous version):
 - Page 1: first name, last name, position, home organisation, writer's email,
 - Page 2: title of the book, first and last name of the book author(s), publisher, year of publication, number of pages,
 - Page 3 and following pages: main text.
- Journal assessment method: the review will be submitted to at least one anonymous reviewer.

NB: an additional anonymous version of the book review is also expected (see the journal's reviews style sheet).

Symposium review

- Maximum length: 20,000 characters with spaces (footnotes, appendices and references included)
- Expected presentation (non-anonymous version):
 - Page 1: first name, last name, position, home organisation, writer's email (non-anonymous version).
 - Page 2: title of the symposium, date, location, identity (first and last name) and home institution(s) of the organisers, as well as organisation(s) supporting the event.
 - Page 3 and following pages: main text.
- Journal assessment method: the review will be submitted to at least one anonymous reviewer.

NB: an additional anonymous version of the symposium review is also expected (see the journal's reviews style sheet).

Submit a thematic issue or dossier to the journal

It is also possible to submit thematic issues or dossiers to the *RPSF*. Each submission project should **first be sent** to the editor-in-chief (rpsf@cnaf.fr). Subsequently, a detailed note clarifying the proposal, the role of the coordinator and the publishing timeline of the journal will be communicated.

An *RPSF* issue is composed of at least 5 scientific articles, 4 syntheses and perspectives, studies and methods articles, and 3 reviews:

- For a thematic issue: The entire issue is dedicated to the chosen theme. After issuing a call for papers, the coordinator will select at least 10 abstracts of scientific articles, as well as 5 abstracts of syntheses and perspectives, studies and methods articles, and 3 reviews.
- For a thematic dossier: The issue also includes a collection of articles in the "scientific articles" section dedicated to other subject matters, as well as in the "syntheses and perspectives", "studies", "methods" and "reviews" sections. After issuing a call for papers, the coordinator of the dossier will select at least 6 abstracts of scientific articles, as well as 3 abstracts of syntheses and perspectives, studies and methods articles, and 2 reviews.

The thematic issue or dossier proposal will be **discussed by the editorial board of the journal**.

Typographic rules

The submitted article must respect typographic rules presented in the journal's style sheets, which authors can access on the journal's website.

- Submission format for articles and reviews: doc, docx.
- Associated documents: Documents associated with the article must include a **title** and a **source**, and for tables, graphs and maps, a **caption**, a field and a **note to readers** in case of complexity. These documents are included in the main text, numbered and associated with the article through hyperlinks. A copy is submitted to the journal using the following formats:
 - For tables and graphs made with excel: xls orxlsx,
 - For graphs that are not made with excel: eps, ai (or emf) native files,
 - For maps: eps, ai (or emf and wmf) native files,
 - For images and photographs: jpg, 300 dpi, CMYK printing process.

Assessment criteria

➤ For articles

- Centrality of family and/or social policies themes
- Originality of the subject
- Scientific quality
- Clarity of the problem issue
- Definition and mobilisation of concepts
- Complete and relevant state of the art
- Demonstration thoroughness
- Choice and justification of the research method and field
- Outline's clarity and relevance
- Quality of analysis
- Data reliability
- Context presentation
- Readability for non-specialists and editorial quality
- Compliance with the journal's editorial standards

➤ For reviews

- Presentation of the content of the book and survey/symposium
- Position of the book/symposium in the field
- Problematization of the review, discussing some cross-cutting issues and drawing on the work of other researchers as needed
- Presentation of authors/organisers, their position and home institution
- Readability for non-specialists and editorial quality
- Compliance with the journal's editorial standards