



Colloque international - International Symposium

24-26 mai 2016 à Tours (France) - May 24-26, 2016, Tours (France)

Notes for authors

The paper must be unpublished.

It can be submitted in English as well as in French, even if French is preferred. It must be sent in **Word format**, **April 8, 2016 at the latest**, by e-mail to Amelie Robert (amelie.robert@univ-tours.fr).

The text must include between **30,000 and 50,000 characters** (including spaces, without abstract and bibliography). It must be accompanied by an **abstract** in French and in English. Each version will be from 1,000 to 1,500 characters including spaces, followed by 4 or 5 keywords.

Authors must specify their name, first name, institutional attachments and full contact information, including their e-mail address.

Text

The **text body** (including abstract) must be in accordance with the following writing standards:

- numbered pages;
- margin of 2,5 cm;
- single spacing;
- justified text;
- Times New Roman 12.

Avoid working presentation: tabulations, automatic spaces, skipped pages, boxes. They will disappear, when the text will be editing.

Titles must be short and informative. They will be numbered and ranked:

- article title : Times New Roman 24, in bold;
- title 1 : Times New Roman 16, in bold;
- title 2 : Times New Roman 14, in bold;
- title 3 : Times New Roman 12, in bold.

The **quotations** will be indicated in quotation marks and in italic. They will be followed by their references, which will be mentioned directly in the text, not in the footnote page, in parenthesis as follows: (name of the author, year, possibly page number) – for example: (Millennium Ecosystem Assessment, 2005 p. vi).



Special features for references:

- In case of successive references: (Millennium Ecosystem Assessment, 2005; MIT, 1970);
- If the author's name is mentioned in the sentence, only the date and the possibly page number will be in parenthesis;
- In case of more than three authors, only the name of the first one will be noted, followed by the mention *et al.*

The notes appear at the bottom of pages and will be called in the text.

Illustrations

Illustrations must be classified in figures, maps, photos and tables. They must be numbered and called in the text (fig. 1, map 1, photo 1 or tabl. 1).

They will be included in the article but they also will be joined **separately, in different files**, which will be named as follows:

AuthorName_TypeFigureNumFigure

For example: dupont_map1.jpg / dupont_table1.doc / dupont_figure1.png

Presentation in the article

In the article, the presentation of the illustrations must be as follows:

- Type (Figure, Map, Photo or Table), number and title of the illustration;
- Illustration;
- Legend of the illustration (if necessary);
- Source of the illustration (if necessary).

Then the titles will be numbered according to the illustration type. They won't be written in the illustrations but above these ones, in the text, and they will be in accordance with the followed presentation (Times New Roman 12):

Figure 1: Cultural ecosystem services from urban green spaces, according to the managers

Don't forget to mention the scale for the maps.

The sources, which will be noted under the illustration, must be clearly mentioned, whatever they concern the data used to produce the illustrations (for example: US Census, 2001) or the illustrations themselves, if they have already been published. Please make sure that you have the right to reproduce these ones.

To avoid any confusion in the positioning and order of the illustrations, you must pay attention that each one is well included at the right position in the text or, by default, you must mention the name of the corresponding file.

Please pay attention that the number mentioned in the text is in accordance with the number of the right illustration.



Formats

The **tables** must be created by using the menu “insertion + table” in Word.

The **graphics** produced with Excel must be converted into images.

The **images (figures, maps, photos)** will be in JPEG, PNG or TIFF format. The author must check that:

- the resolution is enough to allow a good reading. It will not be less than **200-300 dpi**. The image included in the text will be at least 1,000 pixels large.
- the version of the images are as much as possible close to the original one and as less as possible damaged by the different recordings – especially keeping of the height / width proportions during the reduction process of the images.

For example to obtain an optimum quality, using Photoshop, don't choose the option “Save for Web”, to limit certain picture degradation (particularly resolution decrease). Prefer to use the option “save as”.

Bibliography

The bibliography must not exceed 40 titles. It must be placed at the end of the text. References must be grouped together and classified in an alphabetic order, according to the names of the authors. They must be written in Times New Roman 10 (with a followed paragraph space of 6 points), in accordance with the followed presentation:

Articles

Batty M., 2001, “Polynucleated Urban Landscapes”, *Urban Studies*, Vol. 38, No.4, 635-655.

Schwarz R., 1997, “Predicting wine quality from terrain. Characteristics by regression trees”, *Cybergeo*, No.35, 07/11/97, 10 p., <http://www.cybergeo.eu>

Books

Millennium Ecosystem Assessment, 2005, *Ecosystems and Human Well-being: Synthesis*, Washington DC, Island Press, 155 p.

Books chapters

Dematteis G., 1996, “Towards a unified metropolitan urban system in Europe: Core centrality versus network distributed centrality”, in: Pumain D., Saint-Julien Th. (eds.), *Urban networks in Europe*, Paris, INED and John Libbey Eurotext.