

# ***Anthropozoologica***

## **Instructions to the authors**

### SCOPE OF THE JOURNAL

*Anthropozoologica* is a fully electronic semi-annual journal with a continuous publication stream, whose aim is to favour the exchanges of results and ideas between scientists working on the human-animal relationship, from the origins of time to the present day. It is devoted to promoting the study of this relationship as a strong expression of the history of cultures and societies in their environment.

*Anthropozoologica* publishes original articles from all disciplines, in French or English, focused on this subject, with a preference for interdisciplinary syntheses. There is no limitation of the number of pages. *Anthropozoologica* also receives critical reviews of books as well as thesis abstracts. Congress reports and thematic issues may also be published under the responsibility of a guest editor.

### GENERAL INFORMATION

The submission of a manuscript to *Anthropozoologica* implies that it is not being simultaneously offered for publication elsewhere or published on a website. A copyright assignment form must be signed before the final acceptance. Copyright of the published paper, including illustrations, becomes the property of the journal. Requests to reproduce material from *Anthropozoologica* should be addressed to the journal.

Nomenclature should follow the most recent editions of the *International Code of Zoological Nomenclature*.

Each manuscript will be reviewed by at least two referees.

### FORMAT OF THE JOURNAL

*Anthropozoologica* is published online only (.pdf file on the journal website). The journal is in A4 dimensions (21 × 29,7 cm).

### SUBMISSION

**Format of the submission.** Manuscripts should strictly follow the recommendations to authors (including illustrations and bibliographical references) and should be submitted via the submission platform <http://submit.anthropozoologica.com>; each page should be numbered.

In addition to these instructions, please refer to a recent article in *Anthropozoologica*.

Articles submitted by email should be sent: in a .pdf version including all the figures, tables and appendices of the article, and .doc or .docx version including only the text of the article.

Postal submissions are no longer accepted.

**Reviewers.** Each author can suggest names of potential referees for his/her article. Conflicts of interest can also be indicated.

### STRUCTURE AND FORMAT OF THE MANUSCRIPTS

**Structure.** Papers are to be written in simple, concise and scientific French or English and should be organized as follows:

- title in English;
- title in French (exact translation);
- running head in the language of the article;
- first name(s) and surname(s) of author(s), followed by their full professional address(es) and e-mail(s); a corresponding author can also be designated;
- abstract in English, 200-250 words long;
- résumé in French (exact translation, the journal may provide help for translation);
- key words in English (5 to 10 max.);
- mots clés in French (exact translation, 5 to 10 max.);
- text of the article, in the following order: Introduction, Main text, Acknowledgements, References, Legends of figures and tables;
- acknowledgements should mention the names of the reviewers;
- footnotes are exceptionnally authorized; they should be as short and infrequent as possible;
- very long articles should include a summary.

### ZOOLOGICAL NOMENCLATURE

- each taxon name cited in the text should be given in the vernacular language of the article, without capitals, and followed, when first mentioned in the text, in the *résumé* abstract and in the captions of figures, by the linnean binome and, for non domestic taxa, by author(s) and date of description, separated with a comma;

– use italics for names of genera and species. Scientific names of other taxons should be written in roman characters. Use ‘sp.’, ‘ssp.’ and ‘cf.’ in roman characters.

## MATERIAL CITATIONS

In accordance to the policy of the Muséum national d’Histoire naturelle for FAIR data & Open Science policy, the citation of material examined in zoology articles published by the publications of the MNHN is standardized, so as to allow automatic harvesting and submission of the data to international biodiversity databases, such as GBIF, the Catalogue of Life, DiSSCo, etc. Authors are encouraged to prepare their manuscripts according to this model prior to submission, but they will also be given the opportunity to comply upon acceptance of the article.

The fine-grain formatting of the material citations is not compulsory: if an author decides not to comply or the material is not appropriate, *Anthropozoologica* will perform reduced formatting during production. In this case, the majority of the material citations data will not be identified, extracted or disseminated to scientific databases.

**Country • specimen(s)** [e.g. “1 ♂”]; **geographic/locality data** [from largest to smallest]; **geographic coordinates; altitude/elevation/depth** [using alt. / elev. / m a.s.l., etc.]; **date** [format: 16.I.1998]; **collector**[followed by “leg.”]; **other collecting data** [e.g. micro habitat / host / method of collecting / “DNA voucher specimen” / “vial with detached elements”, etc.]; **barcodes/identifiers** [e.g. “GenBank: MG779236”]; **institution code and specimen code** [e.g. “CBF 06023”].

This standardized format is presented and explained in the article:

CHESTER C., AGOSTI D., SAUTTER G., CATAPANO T., MARTENS K., GÉRARD I. & BÉNICHOU L. 2019. — EJT editorial standard for the semantic enhancement of specimen data in taxonomy literature. *European Journal of Taxonomy* 586: 1-22. <https://doi.org/10.5852/ejt.2019.586>

## ILLUSTRATIONS

Original figures should be sent with the revised version of the article.

The editorial board pays special attention to the quality and relevance of illustrations.

**Line drawings (black and white figures).** They should preferably be provided in electronic format (resolution 1200 dpi, .tiff file) or vectorial format (.ai or .eps file). Line drawings should be prepared in Indian ink (or identical technics), if not, they will be treated as half-tone figures, and their definition of printing will be reduced to 300 dpi. It is still possible to send the original pictures to the editorial board, that will take

in charge their digitalization and send you back the original files at the end of the publication.

**Photographs, half-tone or color figures.** Electronic files should be provided (resolution 300 dpi in 17,5 cm wide minimum, format .tiff or .psd).

**Color plates.** They may be published with the participation of the author. Exact prices will be sent with the proofs of the articles (please contact the journal for more details).

If the author does not want to publish the plates of his article in color, they will be included, for free, in the electronic version of the article (the most distributed).

**Letters and composition of the plates.** For electronic versions of the figures, these elements should be indicated on an overlay. If it’s not possible, two versions of each figure should be provided: one complete, with all the letters and additional elements on it, the other with the picture itself only. Letters should not be pixelized, nor vectorized (letters should stay modifiable).

On the original figures, letters, numbers, etc., have to be indicated on an accompanying overlay, not on the original figure. They will be inserted by the editorial board.

Illustrations can be grouped into composite plates, the elements of which are identified by capital letters (A, B, C, etc.). Plates will be considered as figures and numbered as such. Illustrations should fit one (85mm × 220 mm maximum height) or two columns (175 mm × 220 mm maximum height).

References to illustrations and tables in the current text should be indicated as follows: (Fig. 1), (Fig. 2A, D), (Fig. 2A-C), (Figs 3; 6), (Figs 3-5), (Table 1).

References to external illustrations and tables involve the use of a lower case (Denison 1978: 54, fig. 1a, pl. 7).

Captions of illustrations, on a separate sheet, should include abbreviations and scale values (e.g., Scale bar: 1 cm).

**Scale bar.** A metric scale bar is required for each figure, without any multiplier coefficient.

**Fonts.** All lettering is to be in Helvetica or Arial font, 10- or 8-point body; line thickness is to be in 0.5 or 0.25 point.

**Tables and appendices.** Tables should be provided in Excel format (XLS), and should be prepared in the format of the journal (175 mm × 238 mm maximum height). Long tables and appendices may be published on the journal website as additional documents, with the agreement of the author, and linked from the electronic version of the article.

## BIBLIOGRAPHIC REFERENCES AND IDENTIFIERS

**Stylesheets of the journal.** Zotero and EndNote stylesheets are available at the following addresses:

**Zotero:** <https://www.zotero.org/styles/anthropozoologica>  
**Endnote:** <http://sciencepress.mnhn.fr/sites/default/files/fichierspublis/periodiques/styles/anthropozoologica.ens>

**Presentation of the references.** In the main text, references to authors, in lower case, should be presented without a comma before the year, as follows: Smith (2001), Smith (2001, 2002), (Smith 2001), (Smith 2001; Jones 2002), (Smith & Jones 2000, 2005).

When there is more than two authors, only the first one is mentioned, followed by *et al.* in italics: Smith *et al.* (2010), (Smith *et al.* 2010). When it appears to be necessary to specify the page or figure, proceed as follow: , Smith (2001: 1; 2003: 5), Smith (2001: fig. 2), Smith (2010: 156, fig. 12), (Smith 2010: 156, fig. 12).

For ancient sources, references are included as follows: name of the author, title in abbreviated form (for Greek abbreviations: <http://www.stoa.org/abbreviations.html>; for Latin abbreviations: <http://classics.oxfordre.com/staticfiles/images/ORECLA/OCD.ABBREVIATIONS.pdf>), conventional reference (page or chapter & paragraph if needed).

For example: Aristotle, *HA* 522b-523a; Xenophon, *Oec.* 2.1; Cicero, *Div* 2.11.

**In the bibliography,** journal names should not be abbreviated. References related to the forenames of authors of scientific names should not be included, except if additional bibliographic information are provided in the same time (pages, plates, etc.).

References should be presented, in alphabetical order, as follows:

AUDOIN-ROUZEAU F. 1983. — *Archéozoologie de la Charité-sur-Loire médiévale*. Thèse de 3<sup>e</sup> cycle. Université Panthéon-Sorbonne (Paris I), Paris, 309 p.

MÉCHIN C. 2014. — Les garçons et la buse dans l'espace rural traditionnel lorrain. *Anthropozoologica* 49 (1): 135-144. <https://doi.org/10.5252/az2014n1a10>

GARCÍA DIEZ M. 2005. — Decorative patterns on the organic objects, in SVOBODA J. A. (ed.), *Pavlov I – Southeast. A Window Into the Gravettian Lifestyles*. Academy of Sciences of the Czech Republic, Brno: 309-373.

ZEUNER F. E. 1963. — *A History of Domesticated Animals*. Hutchinson, London, 560 p.

For ancient sources, modern editions of ancient authors are cited as follows:

PECK A. L. (trans.) 1970. — *Aristotle. Historia Animalium, Volume II, Books IV-VI*. W. Heinemann, London, 409 p.

Moreover, a cross-reference is added. For example:  
 ARISTOTLE: see PECK 1970.

Other examples, and a more precise description of the bibliography rules of the journal, are described in the document: <https://sciencepress.mnhn.fr/sites/default/files/fichierspublis/periodiques/styles/bibliography-bibliographie-museum-journals.pdf>

**Digital identifiers.** Each time it is possible, digital identifiers should be indicated, such as the DOI (Digital Object Identifier) or permanent links (e.g., links from [\[iversitylibrary.org/\]\(https://www.biodiversitylibrary.org/\)\) for the bibliographic references. To help you to find the DOIs needed, you can use the website <https://search.crossref.org/>, provided by CrossRef.](https://www.biodi-</a></p>
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**Authors identifiers** (LSID, Orcid, IdREF) should be transmitted to the editorial team.

**Examples of publications.** Authors can ask for examples of publications to the editorial board: bibliography, organization of the figure plates, etc. Previous articles, already published, are available on the journal website, and should be used as extend examples of our publications.

#### SUPPLEMENTARY MATERIAL

Authors may also submit supplementary material, consisting of non-printable files, character matrices, additional texts/tables/figures, or other types of documents, which will be published with the article. Each additional document is published as an Appendix to the article, with a caption and receives a specific DOI.

It is important to distinguish between research data (see following paragraph), which are assigned “DataCite” DOIs and published on a specific portal (InDoRES), and material additional to the article, which is assigned one or more “CrossREF” DOIs and published on the same platforms as the article (Sciencepress and BioOne).

#### REVISED VERSION

Revised manuscripts should be sent to the editorial board with a summary of the modifications applied, or not, on the text, in answer to the Committee’s recommendations. The document should mention the reasons of the rejection of some modifications. The revision tracking system of the software used to prepare the article can also be used.

#### PROOFS

Proofs will be sent in .pdf format to the corresponding author for correction and must be returned within eight days. Authors will be charged for excessive corrections.

#### DISTRIBUTION

*Anthropozoologica* articles are available for free on the journal website (<http://anthropozoologica.com>).

Digital versions of the articles are also distributed by the BioOne portal (<https://www.bioone.org>) to which more than 2500 universities have subscribed and have access to our journals.

#### SELF-ARCHIVING POLICY

Authors may self-archive the final published version (“publisher” version) of their article on open archives (e.g., <https://mnhn.hal.science/>), from the day of publication (without

embargo). For nomenclatural (new taxa) and editorial (fragmentation of citations) reasons, *Anthropozoologica* editorial team advises against the online publication of submitted and/or accepted versions of articles. Once the article has been published, it can be distributed in open

access, with mention of the peer review and a link to the online version of the article (DOI and permalink), in addition to the volume and pagination. If you have any questions about the distribution of your work, please do not hesitate to contact us.

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