

## **Activités: Editorial policy**

*Activités* is an electronic journal that aims at publishing studies and research focused on human goal-oriented activities in work and everyday life settings. *Activités* seeks to foster and promote discussion, the sharing and dissemination of theoretical, practical and social aspects of human activities, in the context of academic research and intervention.

### **A journal devoted to goal-oriented activities**

In the tradition of Francophone ergonomics and work psychology, the notion of activity has been developing for about 50 years. This concept is of special importance in academic research and in the field of interventions, in ergonomics, work and organizational psychology, in training and sociology. However, these works have suffered from a lack of dissemination and visibility.

At the same time, activity theories (AT) have grown in different directions. The researches initially developed within the Soviet psychology community and currently associated with research teams in Nordic countries and American continents, as well as situated approaches of action and cognition (with which there are many links), are increasingly discussed. However, the diversity of theoretical and methodological frameworks, their particularities and their limitations requires extensive interdisciplinary debate and exchange of ideas.

The aim of @CTIVITES is to achieve this goal by soliciting and publishing high-quality contributions focused on the concept of Activity. These contributions can stress the theoretical, methodological, technical and social aspects of activities in work and everyday life settings.

The journal covers, for example:

- "Ontological (the essence of the concept of activity) and epistemological (epistemic approaches to activity) dimensions of activity.
- "Methodological issues (whether concerning knowledge or action) and the conditions of their usage.
- "Knowledge drawn from empirical analysis of activities (state of the conditions of work and life, classes of situation).
- "Contributions that put into perspective the relations between activity theories and other approaches.
- "Etc.

### **A journal devoted to knowledge and action**

Tensions (and contradictions) between knowledge and action have been discussed from different points of view in different disciplines (especially in Francophone ergonomics). Taking these tensions seriously is a key point in the development of productive exchanges

The objective of *Activités* is to provide a space where outputs from theoretical and empirical studies can be confronted.

## **An interdisciplinary forum**

Ergonomics and psychology are the two main disciplinary fields of reference of *Activités*; but the journal is inherently interdisciplinary and is open to contributions from other disciplines.

As a complex notion, a single disciplinary field cannot grasp activity. The journal aims at publishing original research that explores different dimensions of the concept of activity be it in ergonomics, psychology or in boundary disciplines and relevant research areas: physiology, linguistics, philosophy, engineering, sociology, organization, etc.

## Features

*Activités* is a journal that provides a space where outputs from theoretical and empirical studies can be confronted. To facilitate exchange, the author or authors make sure consequences are drawn from their proposals on the other aspect. Thereby, each article should comprise (even succinctly):

- A presentation of the class of problems to be dealt with and the stakes they represent.
- A presentation of the conceptual background for the activity.
- A presentation of the methods and their application in fieldwork.
- A presentation of consequences for intervention.

Texts should be written so as to be accessible to other disciplines or to communities outside research. It would also be considered helpful for the article to have a presentation, even rapid, of the notional and disciplinary context of the work. The editorial board will, through selected ad hoc experts, carry out a careful evaluation of the document from the reader's point of view and from the angle pertaining to criteria relevant to the author's discipline.

### Articles resulting from research

The goal is to contribute to defining the activity as a theoretical concept. With this in mind, contributions should make ontological backgrounds clear (what is the activity, what classes of problems are dealt with, what is at stake, ... ?). Theoretical work should be articulated using empirical data (within professional, domestic, educative or leisure contexts). The field of research can cover, for example:

- The nature of human activity;
- The descriptive levels of the activity;
- The articulation of individual and collective activities;
- The methods and tools to collect and analyze data;
- ...

### Articles resulting from intervention

The goal is to develop the intervention experience and its effectiveness. Texts resulting from interventions, for diagnosis or conception purposes and carried out in professional or daily life situations (organization, mechanisms/systems, resources, tools, ...), will endeavor to highlight how to intervene through and on the activity. The texts will put forward their contribution to the development of methods, knowledge, theoretical, political or social questioning, either by explaining new data produced in and on the intervention, or because of limitations or insufficiency of material available to date that have surfaced.

### Articles « in reply to .... ».

The goal of these texts is to offer a point of discussion or to reply to other articles, previously published or present in the same issue. In so far as *Activités* wishes to be a forum for exchange, the editorial board wholeheartedly encourages this feature.

## **Length of articles**

Two different lengths are possible:

Long papers: These must comprise approximately 2500 characters per page with a maximum of 20 pages.

Short papers: These should comprise 2500 characters per page with a maximum of 5 pages. This length is encouraged, whether for intervention reports, research notes or « in reply to ... » articles.

## Submitting an article

Texts submitted for publishing must be original and must not be proposed to other journals simultaneously. Authors alone are responsible for opinions expressed in their articles or reproduced in analyses.

### Language for articles

The journal is published in French. As such, all texts on line should be in French. However, electronic means enable the circulation of several versions of any one article in one or several different languages. Bilingual texts are therefore welcome, and texts in both French and English are widely encouraged. It is possible to evaluate an article starting from an English version, and to carry out the translation after the expertise. If you encounter problems in the translation of your article, do not hesitate to contact the editorial board ([soumission@activites.org](mailto:soumission@activites.org)).

### Submitting the article

Articles should be submitted to the following electronic address: [soumission@activites.org](mailto:soumission@activites.org).

Texts submitted for publishing must be original and must not be proposed to other journals simultaneously. Authors alone are responsible for opinions expressed in their articles or reproduced in analyses.

Authors are requested to make sure they respect the specific constraints linked to the electronic circulation of articles as indicated in the [Instructions to authors](#). In particular, typed files must be compatible with Microsoft Word. Figures must also be sent as separate files either within specific Microsoft Word files or - and preferably - in a usual computer-friendly format : (JPG, GIF, BMP, EMF, PICT, SVG, TIF, EPS,...).

### Texts after submission

Texts that have been submitted to *Activités* will be assessed by two referees (called upon in view of the article). Each will give his/her opinion on the text. The experts' reports will be transmitted to the first author of the article. Information regarding the processing of an article are available to authors by request addressed to [crr@activites.org](mailto:crr@activites.org).

## Instructions to authors

Texts are presented in two formats, with only one font style in each case:

- By downloading an Acrobat PDF format in Times New Roman font.
- On screen access in HTML format.

To this effect the final layout of text will be carried out using the text as typed by the author without any page layout. The author should nevertheless:

- Submit the final text in a format that is close to the published version.
- Respect the rules for structuring the text.
- Integrate recommendations facilitating on line access to an electronic document.
- Respect layout rules for references in the bibliography.
- In the case of figures, place them within the body of the text **AND** also send them in a separate file.

### 1.- Structuring the text

#### 1.1.- Levels

Texts may have up to 3 levels of titles. These levels can be numbered or not.

Titles in levels 1 and 2 appear in the « bookmarks » in the PDF file.

#### 1.2.- Body text

##### Variations in paragraph layout

The body text CAN have:

1. Bullet points
2. Numbered lists
3. Indented paragraphs highlighting extracts of analyses, long quotations, etc. Only one level of indentation is accepted.

##### Variations in typography of layout

The body text is in ONE font ONLY. A word or a short phrase can be put in bold or italics. UNDERSCORING must NOT be used.

As ITALIC characters are difficult to read on a computer screen, their usage should be LIMITED. For long quotations, prefer indented paragraphs.

If particular characters need to be used (mathematical symbols, non-roman letters), these should be inserted in the form of a figure.

### **1.3.- In addition to the text**

The document **MUST** include:

- A lower case title (a shorter title must also be indicated if the title is over 40 characters) in French and in English.
- The Authors' names (First name then Surname) in lower case followed by their contact information: institution, postal address, e-mail address.
- A list of keywords in French and in English.
- An abstract in French and in English.

The document **CAN** include:

- Acknowledgments, thanks or additional information on the article; these are to be placed between the body text and the bibliography.
- For texts written in a language other than French or English, the document can include: an abstract and a list of keywords in the language used.
- A bibliography which should be made reference to where relevant in the body text.

### **1.4.- Tables**

Tables should present a « portrait » orientation, similar to the rest of the text. This means the amount of columns and their width is limited so as to ensure read-out of tables.

Tables **MUST** have a title (placed below the table) and can also have explanatory notes or comments placed under the title.

### **1.5.- Figures**

Figures should present a « portrait » orientation, similar to the rest of the text. Their size is limited to the printing zone setup (15 cm wide, 22 cm high leaving space for the title).

Figures **MUST** have a title (placed below the figure) and can also have explanatory notes or comments placed under the title.

Figures must be inserted in the text **AND** supplied without their title as a separate document.

### **1.6.- Foot notes**

The text can have foot notes and these are effectively placed at the foot of the page in the PDF format and at the end of the text in the HTML format.

To maximize on screen read-out, the use of foot notes should be **LIMITED**.

## **2.- Typographic style**

The main recommendation when producing a text is to conform to the text structuring types as indicated above.

In French, Question marks, semi-colons and colons should be preceded by a « hard space ». Quotation marks are « typographic quotation marks ».

### 3.- Format for bibliography

The magazine has adopted the APA standards. (<http://www.apa.org>)

Bibliographical references are regrouped at the end of an article.

#### 3.1.- Bibliographic notes

These are shortened descriptions, *in the text*, of the document made reference to.

These should be presented as: (authors, date).

- One author : (Lahy, 1948)
- Two authors : (Faverge, & Ombredane, 1964)
- Three to six authors : (Quéinnec, Teiger, & de Terssac, 1992)
- More than six authors : The first six authors are mentioned followed by « et al. ».

Within brackets, use the commercial and « & », in the text use « and » :

« The study led by Wisner, Laville and Richard (1964) shows ...»

Particular cases within the body text :

- Several documents from one (or more) author(s) in the same year : use the lower case after the date
- Successive references to a same document : If the reference is the same as the one that JUST come before, it is possible to use (ibid.), and if not the note is reiterated (author, date) followed by the abbreviation « op. cit. ».
- Several quotations : quotations are separated by a semi-colon and classified in chronological order.

#### 3.2.- Formatting references

This is the detailed description of the referenced document. References are grouped together at the end of the article in alphabetical order.

The authors are referenced by surname, followed by a comma and the first name initial. If the number of authors is above six, only the first six authors are indicated followed by « et al. ».

Faverge, J.-M., & Ombredane, A.

Quéinnec, Y., Teiger, C., & Terssac, G. (de).

#### Formatted types :

- **Work :** Author. (Date in brackets). *Title of the work in italics (publication number)*. Town of publisher : Name of publisher. (Possible mention of Collection)  
Clot, Y. (1999). *La fonction psychologique du travail*. Paris: PUF. (Coll. Travail Humain).

- **Part of work** : Author of the part. (Date in brackets). Title of the part. In Authors of the work. *Title of the work in italics (publication number)*. Town of publisher : Name of publisher, page numbers of the part.  
Cru, D. (1987). Collectifs et travail de métier, sur la notion de collectif de travail. In C. Dejours. *Plaisir et souffrance dans le travail*. Paris: AOCIP, 43-49.
- **Article** : Author. (Date in brackets). Title of the article. *Title of the journal in italics. Volume, Number*; page numbers of the article.  
Gadbois, Ch. (1978). Les conditions de travail et leur forme d'emprise sur la vie hors travail. *Cahier de Psychologie*, 21, 245-268.
- **Thesis, paper, etc..** : Author. (Date in brackets). *Title in italics*. Name of diploma, university.  
Bergamini, J.-F. (1995). *Du virtuel au réel : quelques aspects de l'activité du chef de chantier*. Mémoire de DEA d'Ergonomie, Paris: Laboratoire d'Ergonomie, CNAM.
- **Report** : Author. (Date in brackets). *Title in italics*. Report references, Town : Institution.  
Laville, A., Teiger, C., & Duraffourg, J. (1972). *Conséquences du travail répétitif sous cadence sur la santé des travailleurs et les accidents*. Rapport n° 29, Paris: Laboratoire de Physiologie du Travail et d'Ergonomie, CNAM.

For **electronic documents**, mention the electronic address after the reference.

Leplat, J. (2002). De l'étude de cas à l'analyse de l'activité. *Pistes*. 4-2.  
<http://www.pistes.uqam.ca/v4n2/articles/v4n2a8.htm>