# SUBMITTING AN INTENTION TO COMMUNICATE

Intended papers should be sent in the form of an extended abstract of 800 to 1,500 words maximum (i.e. approximately 4,500 characters to 8,700 characters) including:

* The title of the paper,
* The author(s) (with their e-mail address),
* The issues at stake in the subject,
* The problem and research questions,
* The theoretical position,
* Research methodology,
* The main results (expected or obtained),
* Bibliographical references.

Papers may be submitted in French or English. They must be submitted no later than 04 February 2024 on the conference website https://airmap2024.sciencesconf.org. (operational from 15 December 2023).

Paper proposals must be addressed to one of the proposed thematic workshops (doctoral workshops and thematic workshops). Alternatively, authors may choose not to direct their papers to a specific workshop, and address them to the "Ateliers #open en management public", designed to host a variety of papers on public management. The organisers will set up the workshops afterwards.

The title of the paper, the names of the authors, the contact person + 5 key words must appear on the cover page on a separate page from the body of the text.

For each author, the following must appear on this page: name, organisation or university of affiliation, postal address, telephone number and e-mail address.

**The document to be submitted must be entitled as follows NAME OF THE AUTHOR(S)airmap2024.pdf**

**Example:**

* **DUPONTairmap2024.pdf**
* **DUPONTDURANDairmap2024intention.pdf**

A Word template document can be downloaded to help you format the text of the intention to communicate and apply the suggested standards for writing the document..

COVER PAGE

The front cover page is to include:

* The article’s French language title at the top: Calibri 16, bold, centered
* After skipping two lines, the English language title: Calibri 17, normal, centered
* After skipping four lines, author(s) name(s) – Calibri 12, bold, centered – institutional affiliation (name, contact information) and email address: Calibri 11, normal, centered
* “Abstract” (Résumé): heading in Calibri 12, bold; body in Calibri 11
* “Keywords” (Mots-clés); heading in Calibri 12; the keywords themselves in Calibri 11
* N.B. Abstracts of maximum 500 words; 5 keywords, each separated by a semicolon
* To repeat, abstracts should all highlight an article’s theme(s), context, objectives, issues, principal theorisations, methodological protocol and main findings

BODY TEXT

* The entire body text must be in A4 format, one-sided, Calibri 11, single-spaced, 2.5 cm top, bottom, right and left margins. No line breaks. 6 pt spacing after each paragraph.
* Paragraph numbering should be tiered using Arabic numerals (maximum 3 levels):

1. Section title (Calibri 12, bold);

1.1. Subsection (Calibri 12, bold);

1.1.1. Paragraph (Calibri 12, bold).

* For each title: spacing 18 pts before and 12 pts after.
* In-text quotations – along with phrases in Latin or other foreign languages – should be italicised.
* Diagrammes, graphs, and tables should be numbered, featuring the title above (in Calibri 11, bold) and source references below (inm Calibri 10, italics). Diagrammes, graphs and tables created by the author(s) should indicate “author(s)” as their source.
* Tables (and diagrammes, where possible) should be editable to facilitate pagination. This precludes the use of images or screenshots.

NOTES AND REFERENCES

Bibliography and references should be presented in APA format.

In-text references should cite author name(s) and publication year in brackets – e.g. (Porter 1982). Avoid references and quotations from unpublished articles.

Notes must be located at the bottom of the page (Calibri 10, single-spaced).

End-of-text bibliographic references (Calibri 10) must meet international standards. Authors are to be listed in alphabetical order, starting with their surname and first name initial followed by the publication date, work title, page(s) being cited where a book is involved, publishing location, publisher name and collection details (where relevant). Article references should include the title of the publishing journal as well as the relevant volume, issue and page numbers. Where several works have been published by one and the same author in one calendar year, references are to be supplemented by a lowercase letter, e.g. (1997a), (1997b), etc.

Article reference: Hood, C. (1991). A public management for all seasons?. Public Administration, 69, 1, pp. 3-19.

Book reference: Osborne, D., Gaebler, T. (1992). Reinventing government. How the entrepreneurial spirit is transforming the public sector? Addison-Wesley.

Reference to an article in a collective work: Gueret-Talon, L. (2008). From quality to sustainable development: a challenge for public management. in Huron, D., Spindler, J. (eds.), Le management public en mutation. L’Harmattan. pp. 335-360.

Communications references: Desmarais, C., Edey-Gamassou, C. (2011). La motivation de service public à l’aune du service public à la française. AIRMAP-PMP Conference, June, Université de Versailles-Saint Quentin.

Please make sure to apply APA standards to all references, especially sections written using italics. For books: Surname and First initial of author(s), (publication year). Book title in italics. Publishing house. For articles: Surname and first initial of author(s). (publication year). Article title. Journal title in italics, Volume (Number), Page(s)

**The final full text** of around 20 pages (40,000 characters maximum) must be **sent by Mai 12th, 2024** and should be submitted on

<https://airmap2024.sciencesconf.org>

If a submission to a journal is in progress at the time of submission to the conference, this should be indicated in a footnote with the title of the paper. If the papers have been presented, in part, at previous colloquia, conferences or research days, this should also be indicated in a footnote with the title of the paper, identifying the contexts in which they were presented (nature of the event, venue, date).

A prize for the best paper will be awarded during the symposium.