

INFORMATION FOR CONTRIBUTORS

The editors are pleased to receive manuscripts in English or French for publication in *Africa*. Contributors are asked to follow the requirements set out below. This request is not intended as an example of unnecessary and distasteful regimentation, but is to avoid waste of time, energy, and money.

Length. Manuscripts should not exceed 8,000 words (excluding bibliography). A longer manuscript may be accepted provided the author can find a subsidy of £25 per additional 500 words.

Typing. Manuscripts should be typed double-spaced on A4 size paper. Two copies should be submitted. Section headings should be in capitals and centred, subsections side headings italicised (or underlined). Single quotation marks should be used for main quotations, double marks for any included within the main quotation. Quotations of more than forty words should be indented. Foreign words should be italicised (underlined). Economy of expression is essential: dates should be given as 23 July 1945, the 1940s, 1952–56; numerals up to ninety-nine should be spelt out but all other numbers given in figures, e.g. 14–18%; initials of institutions or countries should be given without stops—TANU, INLCO, USA.

Orthography of African languages. Citations from African languages should, where possible, follow the currently established orthography in the country or one of the countries involved. In the absence of an established orthography, recognised symbols must be used, preferably the 'Africa script' of the IAI. Details of this script can be obtained from the IAI.

Footnotes and references. Footnotes should be kept to a minimum, numbered consecutively and placed together at the end of the paper. References to publications should be placed in the text, in parentheses, and a bibliography provided at the end of the article. References in the text should be in the form (Forde, 1964:102). References in the bibliography should be in the form:

for books: Griaule, M. 1965. *Conversations with Ogotemméli: an Introduction to Dogon Religious Ideas*. London: Oxford University Press for the International African Institute.

for articles: Forde, D. 1950. 'Ward organization among the Yakö', *Africa* 20 (4), 267–89.

for papers in books: Kashoki, M. E. 1975. 'Migration and language change: the interaction of town and country,' in D. Parkin (ed.) *Town and Country in Central and East Africa*, pp. 228–49. London: Oxford University Press for the International African Institute.

Tables, maps, diagrams, and figures. These should be placed at the end of the article, each on a separate sheet of paper and numbered. The number should also be placed in the text where the author wishes it to go. They should be clearly drawn so that they are suitable for photocopying as submitted. And sources must be duly acknowledged.

Photographs. These should be numbered, with accompanying captions. High quality black and white photographs are welcomed, but authors may be asked for a subsidy towards reproduction costs.

Abstracts. Each article should have an abstract, of not more than 400 words, for translation into French or English as the case may be. Details about the author, for the section 'Notes on Contributors', should also be included.

Proofs. Authors will not receive proofs. A copy of the edited typescript will be sent to each contributor for final checking. It is essential, therefore, that your article is in the form in which you wish it to appear.

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The editors reserve the right to make editorial revisions, but will not make major changes without the author's approval.