

# Guide to Authors

*World Digital Libraries* is an international peer-reviewed biannual journal. The journal seeks quality research papers that present original theoretical approaches. It also seeks experimental case studies related to digital library developments, maintenance, and dissemination of digital information focusing on research and integration of knowledge at the interface of resources and development. The journal will, therefore, keep readers abreast with the current developments and contain articles, reviews, current developments, and case studies, encompassing the following areas.

- Theoretical and methodological issues that relate to the interrelationships among electronic resources management, digital preservation, multiple access, multilinguality, copyright issues, and security aspects.
- Theoretical approaches as well as experimental case studies related to digital library development and maintenance.
- Initiatives towards digitization through lucid case studies.
- Current developments across the globe.
- Dialogues between the scientific community and society at large.

Articles should examine concepts, analyses, and case studies of important issues in the field. Book reviews should be of recent publications in the field, to be reviewed by an independent reviewer.

Commentaries should discuss critical issues in the field.

## Submissions

Authors are requested to send a soft copy (in Microsoft Word format) of their contribution to the editor, either in a CD or as an e-mail attachment.

All submissions will be peer-reviewed using the criteria of originality, accuracy, and quality of contribution in these fields.

## Presentation of Manuscripts

Articles must be original, in English, and should not exceed 8,000 words. The main text should be double-spaced with headings and sub-headings clearly indicated in the text. All tables, figures, and equations should be numbered in Arabic numerals and clearly cited in the text. All measurements should be in metric (SI) units. The manuscript should be arranged in the order given below.

- Short title (10 words is the desired maximum length), subtitle (if desired)
- Author's name, affiliation, full postal address, and e-mail, telephone, and fax numbers (respective affiliations and addresses for co-authors should be clearly indicated)
- Abstract (not exceeding 200 words)
- Main body of the text, suitably divided under headings
- Acknowledgements, if any
- References
- Appendices (each on a separate sheet)
- Tables (each on a separate sheet)
- Figures (each on a separate sheet)

## Shorter Items

The following shorter items are also welcome and must be typed in the same way as major articles.

- Commentaries (research notes and short communications) and case studies (maximum 5,000 words)
- Book reviews (maximum 1,200 words)

## In-house Style: References

In the text, the surname of the author(s) followed by the year of publication of the reference should be given, for example, (Hall 1993). In case of several publications by the one author or by a group of author(s) in one year, use notations '1993a', '1993b', and so on. Up to three authors can be mentioned in text references; more than three authors should be limited to the first three authors' names followed by '*et al.*'

References must be listed alphabetically at the end of the paper (double spaced) and should conform to the following style.

#### For journals

Davis G R. 1990

#### **Energy for planet earth**

*Scientific American* 263(3): 55–62

#### For books

Carmichael J B and Strzepek K M. 1987

#### **Industrial Water Use and Treatment Practices**

London: Cassell Tycooly. 291 pp.

#### For chapters of edited books

Sintak Y. 1992

#### **Models and projections of energy use in the Soviet Union**

In *International Energy Economics*, pp. 1–53

edited by T Steiner

London: Chapman and Hall. 350 pp.

#### For grey literature

Togebly M and Jacobsen U. 1996

#### **How conflicting goals concerning environment and transport influence the policy process?**

Paper presented at the *Conference on Transport, Energy and Environment*,

3–4 October, Helsingor, Denmark

WBCSD (World Business Council for Sustainable Development) and UNEP (United Nations Environment Programme). 1998

#### **Industry, fresh water, and sustainable development**

Details available at <[www.gm-unccd.org/FIELD/Private/WBCSD/freshwater.pdf](http://www.gm-unccd.org/FIELD/Private/WBCSD/freshwater.pdf)>, last accessed on January 9, 2004

#### Footnotes

Authors are requested to use as few footnotes as possible, and keep their length to the minimum. Footnotes should be indicated in the text by superior Arabic numerals, which run consecutively through the paper. They should be grouped in order of appearance at the bottom of the concerned page in numerical order and must be double-spaced.

#### Accepted Manuscripts

On acceptance, contributors are requested to provide the editor the final version of the article in soft and hard copy. Please observe the following instructions.

- Tables, figures, illustrations, should be on separate sheets.
- Retain a backup disc for reference and safety.

#### Proofs

One set of proofs will be sent to the author before publication, which should be returned promptly within 48 hours of receipt. Authors are urged to check the proofs carefully as late corrections cannot be accepted.

#### Offprints

Apart from one free copy of the journal to the authors, 10 free offprints will be supplied to the first author. Further offprints and copies of the journal can be purchased at a reasonable cost, if ordered when sending the final copy of the article, or when returning the proofs.

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