

# Instructions for authors

## Online Manuscript Submission

New and revised manuscripts shall be submitted via **Editorial Manager**, an online manuscript submission and peer review system. Using this system authors can submit manuscripts and track their progress through the system. Reviewers can download manuscripts and submit their comments to the Associate Editor.

To get to the Editorial Manager, please click on [Editorial Manager](#).

- For further important information about composing a manuscript (e.g. languages, style, format of figures etc.) please go to [Instructions for Authors](#).
- For further important information about copyright, open access license, please go to the [Creative Commons website](#). For more information about "article processing charges" please go to the bottom of this text.

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## Instructions for Authors

### 1. General

#### 1.1. Aims and scope

**Acta Acustica**, the Journal of the European Acoustics Association (EAA), is an international, peer-reviewed journal on acoustics. Acta Acustica reports on original scientific research in acoustics and on engineering applications.

The journal considers review papers, scientific papers, technical and applied papers, short communications, letters to the editor. Articles can cover all subjects in the field of acoustics, including:

• General Linear Acoustics, • Nonlinear Acoustics, Macrosonics, • Aeroacoustics, • Atmospheric Sound, • Underwater Sound, • Ultrasonics, • Physical Acoustics, • Structural Acoustics, • Noise Control, • Active Control, • Environmental Noise, • Soundscape • Building Acoustics, • Room Acoustics, • Acoustic Materials and Metamaterials, • Audio Signal Processing and Transducers, • Computational and Numerical Acoustics, • Hearing, Audiology and Psychoacoustics, • Speech, • Musical Acoustics, • Virtual Acoustics, • Auditory Quality of Systems, • Animal bioacoustics, • History of Acoustics.

Along with its long tradition of publication and its mission of dissemination, the EAA is the first Acoustics learned Society to publish its journal in Full Open Access.

The EAA has allocated a budget for supporting individual Members of European Societies for the cost of publication (Article Processing Charge, APC). Rules for support for APC can be found at the bottom of the instructions for authors.

#### 1.2. Conditions of acceptance of a submission

Publication in EAA conferences or in conferences of the EAA member societies does not affect the manuscript submission and the review process in Acta Acustica. The material submitted is still considered as original material.

The same applies for manuscripts previously published on Preprint servers. These submissions are considered as original.

Submission of a manuscript implies that the work has not been published and is not submitted for publication anywhere else. Publication must be approved by all authors. Authors should accept publication fees. For ethics in publishing consult COPE.

Authors are invited to comply with the "Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly work in Medical Journals", which were established and made available by the International Committee of Medical Journal Editors (ICMJE) at: <http://www.icmje.org/recommendations/>, policies established by the Council of Science Editors (CSE), World Association of Medical Editors (WAME), Directory of Open Access Journals (DOAJ) and others.

### 1.3. Authorship

Especially the ICMJE recommends that all those designated as authors meet all of the criteria they describe. The list of criteria is available at <http://www.icmje.org/recommendations/browse/roles-and-responsibilities/>. Those contributors who do not meet all of the criteria shall be acknowledged. Similar information is also provided by the [Council of Science Editors](#).

### 1.4. Conflict of interest

Authors must disclose whether or not they have a financial relationship with the organization that sponsored the research. They should also state that they have full control of all primary data and that they agree to allow the journal to review their data if requested.

Especially publications in Life Sciences and Medicine are invited to be accompanied by the "Conflicts of Interest Disclosure Form" at the initial submission.

Any additional conflict of interest, on personal or any other level must also be disclosed. The author is advised to fill out the "Conflicts of Interest Disclosure Form", and finishing by "Generate Disclosure Statement". This statement shall be reproduced in the article manuscript.

### 1.5. Publication Ethics and protection of research participants

All laws and regulations should be strictly followed. If required, authors are requested to indicate ethical declarations issued by their institution and concerning their research, including permit numbers, in the Material and Methods section. Authors are requested to fully comply with the ICMJE recommendations in this respect, particularly with the patient's right to privacy, as well as the necessity to have the patient's written consent.

### 1.6 Open access

All articles published by Acta Acustica are made freely and permanently accessible online immediately upon publication, without subscription charges or registration barriers. Articles are available from the website of the journal. Authors are the copyright holders of their articles. All articles bear the following mention: This is an Open Access article distributed under the terms of the Creative Commons Attribution License 4.0, which permits unrestricted use, distribution, and reproduction in any medium, provided the original work is properly cited.

### 1.7 Open Data and Open Code

#### 1.7.1 Open Data

Acta Acustica authors are invited to upload supplemental datasets related to their research to an online repository, making it available for both human and machine reading in order to further aid the acceleration of scientific discovery.

Authors are invited to prepare and deposit their data according to the FAIR data principles. FAIR stands for Findable, Accessible, Interoperable and Re-usable. The principles are available [here](#).

To summarize this, the dataset should be findable through a complete set of metadata, including a license for re-use and a data identifier (DOI or other). The dataset is accessible when access is open. Interoperable means that the data can be used and combined with other datasets in a format that is sufficiently widely distributed. Re-usability is achieved when the dataset is deposited with a corresponding Creative Commons open license and is downloadable. Further, re-usability includes that parameters how this dataset has been collected and machine and experimental conditions are documented.

#### 1.7.2 Open Code

Acta Acustica authors are invited to make this publicly available in order to make the research methodology explicit and allow for the replication of processes in subsequent exploratory research.

## **2. Manuscripts**

### **2.1. Languages**

The only accepted language is English.

### **2.2. Style**

#### **2.2.1. Formatting text**

Any submitted manuscript should be in a form that allows the referees efficient study. No special formatting is required, but it should be:

- easily readable;
- pages should be consecutively numbered;
- on each page lines should be numbered;

Formulae should be clearly written using standard symbols which are explained at their first appearance. Nomenclatures or lists of symbols will be dropped.

#### **2.2.2. Figures**

##### **2.2.2.1. Figure numbers and legends**

Figures should be numbered as Figure 1, Figure 2, etc. They are referred to in the text as Figure 1, Figure 2, etc. Legends are grouped on a separate page.

##### **2.2.2.2. Technical information**

All figures are published free of charge (i.e. they are included in the publication fee), including color photographs and diagrams. However, only photographs of scientific interest and pertaining to the subject of the article should be included. Color illustrations, especially diagrams, should be understandable even, if they are printed as grey levels.

Figures should be prepared to be of good quality both when they are viewed onscreen as HTML and when the PDF is printed. Figures may be arranged as "plates", but keep in mind that PDFs are prepared to be printed on A4 pages.

The electronic submission system will accept PNG (preferred), TIFF (with compression), and EPS files, with appropriate resolution (300 dpi for colour photographs, 600 dpi for halftone work, 1200 dpi for line work). JPG format is not recommended - PNG is preferred.

Manuscripts with figures of insufficient technical quality will be immediately sent back for revision by the editorial team and will not begin the review process before correcting files are uploaded. In other words, sending a manuscript with incorrect figures will gain nothing and may delay its possible publication.

### **2.3. Bibliography**

Articles submitted to Acta Acustica should cite all relevant work, part of which should have appeared in Acoustics journals such as Acta Acustica. This criterion will be applied to determine whether the article is within scope of the journal.

The number of citations should not exceed 80 except for review papers. References are cited by numbers in rectangular brackets, for example [1, 2]. The reference list is placed at the end of the manuscript. The order of references is according to their appearance in the article. All author names should be included in the reference (cf. References below).

The references shall be presented as the following examples in the reference list:

Journal article:

F. Wendling, F. Bartolomei, J.-J. Bellanger, P. Chauvel: Interpretation of interdependencies in epileptic signals using a macroscopic physiological model of eeg. *Clinical neurophysiology* 112 (2001) 1201–1218.

Book:

I. Goodfellow, Y. Bengio, A. Courville: *Deep Learning*. MIT Press, 2016

Book chapter:

A. Amendola, D.E. Bonasia: The menisci: Anatomy, healing response, and biomechanics, in *The Knee Joint* Bonnin M, Amendola NA, Bellemans J, MacDonald SJ, Menetrey J, Editors Paris, Heidelberg, Springer. 2011

For Latex contributions, if the bibliography is done in an external .bib file, authors are asked to upload both the .bib and the .bbl files obtained by a "bibtex" compilation of the main .tex file on their own computer.

The official abbreviation for Acta Acustica is: "**Acta Acust**".

### 3. Submission

New and revised manuscripts shall be submitted online at the **Editorial Manager** website ([Click here](#)) (see also [Author Tutorial](#) an [Reviewer Tutorial](#) given by Editorial Manager). The following information will need to be provided during submission:

#### 3.1. Article type

Acta Acustica publishes review papers, scientific papers, short communications, technical and applied papers, letters to the editor.

- **Review Papers** discuss the state-of-the-art in an area of acoustics that seems of particular interest to the community at this point in time; review papers should be particularly complete in covering literature and should mention all ideas, models, experiments, even if they do not correspond to the authors own opinion. Before writing a review paper, please contact the Editor-in-Chief.
- **Scientific Papers** contain original material (ideas, models, experiments) not published elsewhere, that contributes substantially to the advance of science in the field of acoustics; they should clearly establish the relation between the work reported on, and the state-of-the-art; scientific papers are typically up to 12 pages.
- **Technical and Applied Papers** report on original applications of an existing technique, concept, or measurement method to a new area; it is essential that a technical and applied paper is of sufficient interest to a group of researchers and engineers beyond the specific application or geographic area.
- **Short Communications** are short scientific papers typically not longer than 4 pages; one can use a short communication to report on original, new ideas, models, or experimental results, that do not require a substantial discussion; they are NOT scientific papers of poor quality.
- **Letters to the Editor** are promoted as a forum to stimulate scientific discussion; typically they contain critical comments on or additions to published work by the author or his/her peers; they may also introduce new ideas for future research with preliminary results without the proof required for a scientific paper; the scientific level needs nevertheless be guaranteed.

### **3.2. Title**

The manuscript title should be chosen carefully to reflect the content of the manuscript. No claims for novelty should appear in the title.

### **3.3. Author(s) and their affiliation**

The corresponding author should be fully registered in the online manuscript handling system. For other authors that are not registered, entering name, email address and affiliation will be asked.

### **3.4. Field (Section/Category)**

Manuscripts will be published and indexed under this Field in Acta Acustica, cf. Section 1.1.

### **3.5. Abstract and conclusion**

The abstract should be a brief and precise representation of the content of your manuscript. The choice of wording is of utmost importance since searching in different indexes is mainly based on the abstract text. The abstract must be limited to 200 words for Papers, or to 100 words for Letters to the Editor and Short Communications. It shall be presented in a structured manner, according to the IMRAD structure, containing: Introduction, Methods, Results And Discussion. An example of a structured abstract can be found [here](#).

The conclusion summarizes the consequences of the work. It differs from the summary. Authors need to distinguish "The method XXX has been applied..." from "The method XXX allows to..." or "The method XXX is limited by...", for example.

### **3.6. Classification (PACS number)**

For additional classification and for selecting reviewers, the PACS ([Physics and Astronomy Classification Scheme](#)) is used. Please select one to five items accurately describing the area of your manuscript from the list.

### **3.7. Statement concerning the originality of the work**

A manuscript can only be considered for publication, if it is not under review or already published with another journal, as a whole or in substantial part. Previous submission to another journal is no objection, but the reason for submitting to Acta Acustica should be clarified.

The same applies for manuscripts previously published on Preprint servers. These submissions are considered as original.

### **3.8. Comments to the Editorial Office (optional)**

Optionally, additional comments to the editorial board can be added. These comments will not be forwarded to the reviewers.

### **3.9. Suggested reviewers**

The author is requested to suggest three reviewers. The editors are free to follow these suggestions or not. Please do not suggest three reviewers from the same country. Optionally, the author can oppose possible reviewers. Please give a good reason to oppose a reviewer. The editors reserve the right to ignore these objections.

### 3.10. Downloading files

Files containing the manuscript and figures should be uploaded online. At least one item "Manuscript" should be attached to the submission. If multiple documents are added, they will be included in the automatically generated PDF file used for review in the order given in the submission.

Figures should be submitted as separate files, a vector graphic format is required except for photographs. In the event of any problems while uploading a manuscript, please contact the Editor-in-Chief's office at [acta.acustica@lma.cnrs-mrs.fr](mailto:acta.acustica@lma.cnrs-mrs.fr).

Once the above information is entered into the system, a manuscript PDF file will be generated. The submitting author should approve this automatically built file. Your manuscript will then be assigned a manuscript number and the Editor-in-Chief will forward it to an appropriate Associate Editor. The Associate Editor will send the manuscript to referees, supervise the reviewing process and inform you of his/her decision. Final disposition is up to the Editor-in-Chief. You can follow the review process at any time by logging in to the EM website, <https://www.editorialmanager.com/aacus/>.

### 3.11 Electronic Supplementary Material

Authors can submit Supplementary Material (SM) to complement their article. This might include additional figures or examples, animations, movies, audio, data sets used in the paper, computer code used to generate figures or tables, or other materials. SM is information that will be useful to a subset of readers but is not essential to comprehension of the main results of the published article.

All files must be submitted electronically at the same time as the submission of the associated article. A simple naming convention should be used for files (e.g. suppl1.wav, suppl2.mp4, ...). In the submitted paper, the supplementary material has to be announced at the right place, and, at least, in a special, non-numbered, section entitled "Supplementary material", immediately after the section "Acknowledgement".

## 4. Special issues

For topics of special interest, the Editor-in-Chief can decide to publish a special issue (or a special section in a regular issue). Proposals should be submitted to him. The following rules apply: two Associate Editors from two different countries are appointed; authors of several countries are invited to submit a paper; the peer-review process is regular; the paper format is the format of regular papers.

## 5. Proofs, Copyright, License to publish and Offprints

### 5.1. Proofs

Proofs will be sent to the person indicated as the corresponding author at submission of the manuscript on the first page of the manuscript. The corrected proofs should be returned within 8 days; corrections should be carefully done and clearly indicated. No new material can be inserted in the text at the time of proof reading.

### 5.2. Copyright and license to publish

The submitting/corresponding author will need to fill out and sign the **license agreement** for the journal and return it to the publisher. The license indicates that the author retains © and that the license to publish is CC BY 4.0. The corresponding author will receive the document during the production process.

### 5.3. Offprints

As soon as the article has been published in Acta Acustica complimentary copy of the article in PDF format will be sent to the corresponding author.

## 6. Open Access publication, Fees

All articles are published in Open Access.

### 6.1. The articles

- Upon acceptance of a manuscript authors will be asked, if they are members of the EAA and, in addition, if they have received funding for the publication of their research results in Open Access.
- Depending on their replies, different waivers may be applied, see the [Rules for 2020](#) below more details.

## 6.2. Fees

Article processing charges are described at the bottom of the instructions for authors.

### 6.2.1 Waivers

Research4Life programme

EDP Sciences is an active member of the Research4Life program. We provide a waiver to authors based in countries included in [Group A of the Research4Life program](#). If you are a corresponding author affiliated with an institution from this list of countries, you can publish in fully open access journals published by EDP Sciences free of charge. Please contact the production office of the journal if you are eligible for a waiver under the Research4Life program.

## 7. Addresses

Correspondence concerning manuscript status should be directed to the **Editor-in-Chief**:

**Prof. Jean Kergomard**

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Inquiries concerning manuscript style, file formats, layout of tables and figures and of the final paper may be sent to the **Production Manager**:

**Publisher:**

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91944 Les Ulis Cdx A  
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## References

[1] B. C. J. Moore, Gockel: Factors influencing sequential stream segregation. *Acta Acust united Ac* **88** (2001) 320-333.

[2] L. Cremer, H. A. Müller: Principles and applications of room acoustics. Chapman and Hall, London, 1982.

## APC (Article Processing Charge) and EAA support

### Rules for 2020

The APC is 900€ (VAT excluded). For short papers (\*) it is 450€ (VAT excluded). If the corresponding author is member of one of the National Societies of the European Acoustics Association <https://euracoustics.org/eaa-societies/member-societies>, the EAA can partly support this charge.

- i) The corresponding author:
  - Fulfils the application form (category A or B)
  - Send it to the National Society (President and/or Secretary)
- ii) The National Society of the applicant will transmit the request and the information to the EAA General Secretary together with certification of her/his affiliation for at least the last three years. The address is [secretary@euracoustics.org](mailto:secretary@euracoustics.org) , with copy to the Editor-in-Chief
- iii) The EAA General Secretary send the information to the Publisher, with copy to the author.

(\*) Short paper (short communications and letters to the editor): less than 4 pages at the submission, 100€ (VAT excluded) more by supplementary page

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Application form A (general category, partially granted for APC from other funders)

First name

Last name

Accepted paper title

Institution (postal and email addresses, name of the treasurer)

Granted project (if any, references)

Financial support of the institution

National Society

Amount requested to EAA (maximum 500€, 250€ for short papers, (VAT excluded))

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Application form B (particular category: without any grand for APC, i.e., no affiliation to an institution/company or affiliation to an institution/company which does not accept the APC as an expense);

First name

Last name

Accepted paper title

Justification of the category (as precise as possible)

National Society

Amount requested to EAA (900€, 450€ for short papers, (VAT excluded))

# Editorial Board

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## History of Acoustics

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