

# Notes for the guidance of authors

*Transactions of the Royal Society of Edinburgh: Earth Sciences* appears quarterly, publishing original scientific research papers, reviews, short communications and letters on *all* fields of the earth sciences, such as: petrology, economic geology, geophysics, geochemistry, mineralogy, palaeontology, tectonics and structural geology, sedimentology, volcanology, geomorphology, Quaternary studies, palaeoclimatology, hydrogeology, soil science, oceanography, environmental geology, stratigraphy and related planetary sciences. Articles do not need to be concerned with Scottish earth science, neither are authors required to be Fellows of the Society. Articles should have relevance to a world-wide audience, even if the study is focussed on a single geographic site. Papers should make topical, substantial and scholarly contributions to mainstream knowledge via the addition of new methods, or approaches, or information or understanding. The editors are keen to encourage interdisciplinary papers as well as articles concerned with earth science processes and their modelling. Normally there is an upper limit of 25 000 words, but most contributions are expected to be shorter. Discussions of articles previously published in the *Transactions* and reviews of topics of current interest are also invited. There are no page charges; however, if foldouts or colour illustrations are envisaged, the Journals Officer should be consulted prior to submission.

## 1. Submission

Three copies of manuscripts on A4 or quarto paper, double spaced with wide margins, should be sent to the Journals Officer, The Royal Society of Edinburgh, 22 George Street, Edinburgh EH2 2PQ, Scotland, with an electronic version in native application file form if available. This may be sent as an e-mail attachment to [publications@royalsoced.org.uk](mailto:publications@royalsoced.org.uk) or on 3.5" disc or CD. Three copies of illustrations should also be submitted, and an electronic version should accompany them if available. Photocopies are adequate for two sets of these but one set must be of reproduction quality and suitable for scanning in the case of photographs.

## 2. Preparation of papers

### 2.1. Title page

The first page should show (a) a title that is concise and informative, (b) a running head abbreviation of the title of not more than 50 characters and (c) the name(s) of the author(s). Papers by more than one author must be submitted with a statement signed by all the authors, approving the paper in its entirety and naming the author responsible for correspondence. (Full addresses of all authors should be given at end of the references).

### 2.2. Abstract, Key Words

The second page should contain an abstract of not more than 200 words, intelligible without reference to the text or references, and a list of key words not in the title of not more than 150 characters.

### 2.3. Text

Text should start on the third page. Words to be printed in italics, e.g. names of taxa, should be underlined. Use capital letters for formal terms only. The metric system should be used throughout. Abbreviate compass points to N, NW, NW-SE etc. Enclose map references in square brackets, e.g. [NM 4437 0293]. For particular treatment of palaeontological specialities consult *Palaeontology* **15**, 676-81. Indicate in the margins approximate positions for insertion of tables and figures.

### 2.4 Headings

The introduction requires no heading. Primary headings are numbered consecutive 1, 2, 3, etc. Secondary headings are 1.1., 1.2., 1.3., etc. Both should appear flush left with their text starting on a separate line below. Tertiary headings should be indicated by a wavy underline or in bold, followed by a full stop and the text to which they refer. Cross-references in text should be to a section, e.g. (see 2.3.), not to a page.

## 2.5. Footnotes

Do not use footnotes except in figure captions.

## 2.6 References

2.6.1. **In text.** These should appear as in the following examples: within text, Jennings & Smith (1967) record... Bracketed, (James 1931), (Jennings & Smith, 1969, p32), (Jenkins 1947, 1950; Brock, 1975).

2.6.2. **At end.** Only published or in press items are to be included in the References. Journal and series titles should not be abbreviated. References should be ordered firstly by single author; secondly by second author; thirdly by date of publication, e.g.

|                          |                 |
|--------------------------|-----------------|
| Smith 1995               | (author)        |
| Smith & Brown 1997       | (second author) |
| Smith & Jones 1987       | (second author) |
| Smith Jones & Clerk 1993 | (date)          |
| Smith Brown & Clerk 1995 | (date)          |

### Set out as indicated below:

Ahlberg, P. E. 1992. The palaeontology and evolutionary history of the porolepiform sarcopterygians. In Mark-Kurik, E. (ed.) *Fossil fishes as living animals*. Tallinn: Academy of Sciences of Estonia, Institute of Geology.

Chappell, B. W. & White, A. J. R. 1992. I- and S-type granites in the Lachlan Fold Belt. *Transactions of the Royal Society of Edinburgh: Earth Sciences* **83**, 1-26.

Jarvik, E. 1980. *Basic structure and evolution of vertebrates*, Vol. 1, 74-98. London: Academic Press.

Zhuralev, A. Y. 1995. Preliminary suggestions on the global Early Cambrian zonation. In Geyer, G. & Landing, E. (eds) *Morocco '95. The Lower-Middle Cambrian Standard of Western Gondwana*, Beringeria Special Issue **2**, 147-60.

## 3. Preparation of illustrations and tables

### 3.1. Illustrations

Number illustrations consecutively through the paper. A list of figure captions should be provided on a separate page, not embedded in the text. Where appropriate, group material into one figure and label a, b, c etc. In the case of groups of photographs, labels and annotation should be on the photograph, not on the space between photographs. Ensure that the size of lettering after reduction will be legible (not less than 6 point). Large figures can be subdivided for reproduction on facing pages. Photographs should be high quality prints with good contrast at final size and with a scale, or magnification, in the caption. Fossil illustrations should be illuminated top left. Supply originals of line illustrations where possible. For illustrations on electronic file, use standard illustration packages and supply files saved in native file format, together with TIFF or JPEG where possible.

### 3.2. Tables

Tables should be separated from the main text and numbered consecutively on separate sheets. For layout of analytical data see tables published in previous issues. Authors will be asked to send published analyses of igneous rocks to the UK\_IGBA file.

### 4. Proofs and offprints

One set of proofs of papers accepted will be sent to the correspondence author. Ten free offprints (with covers) are provided and additional copies may be ordered when proofs are returned.

Enquiries regarding submitted manuscripts should be addressed to the Journals Officer, [vingpen@royalsoced.org.uk](mailto:vingpen@royalsoced.org.uk) or at the address above.

### 5. Copyright

On acceptance, authors will be asked to assign copyright of their paper to the Royal Society of Edinburgh.

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