

Swiss Journal of Geosciences

Extended Guidelines for Contributors

Scope and Publication Policy

The *Swiss Journal of Geosciences* publishes original research and review articles, with a particular focus on the evolution of the Tethys realm and the Alpine/Himalayan orogen. By consolidating the former *Eclogae Geologicae Helvetiae* and *Swiss Bulletin of Mineralogy and Petrology*, this international journal covers all disciplines of the solid Earth Sciences, including their practical applications. The journal gives preference to articles that are of wide interest to the international research community, while at the same time recognising the importance of documenting high-quality geoscientific data in a regional context, including the occasional publication of maps. In addition to the three regular issues per year, thematic “Special Issues” are published at irregular intervals.

Submission of Manuscripts

Interdisciplinary and/or process-oriented papers that are of wide interest to the international research community are preferred. At the same time we also welcome contributions which document high-quality geoscientific data in a regional context, occasionally even including the publication of maps. In order to speed up the reviewing process, it is strongly recommended to have presentation and language improved in “pre-reviews”. The text needs to be in a final form and illustrations in a ready-to-print format.

Manuscripts should be submitted in one of the following two ways:

- Send a PDF file via e-mail (sjg.admin@unine.ch). Include all illustrations; insert them after the list of references, or
- Send 3 hard copies with all tables and figures included.

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Manuscript Preparation

Layout

Your manuscript is A4, double-spaced, with 2.5 cm margins, and includes page numbering. Please use a one-column page format and avoid footnotes. Please keep layout and styling of your text and tables as simple as possible. Carefully study recent issues of the *Swiss Journal of Geosciences* when you shape your text in terms of the style and the rules of this journal. The text should be clearly subdivided into chapters by using a maximum of 3 levels of headings:

((1)) Geochemistry

((2)) *Bergell Granite*

((3)) Mafic inclusions

For longer manuscripts a numbered classification is recommended. Each page must be numbered. Tables and figures need to be numbered sequentially and in the order they are cited in the text. One printed text page contains about 7600 characters including spaces.

Text

Write your text continuously; insert hard returns only at the end of paragraphs and headings. Do not apply word-splitting options in the word processing program. The text should include correct special characters (e.g. é, ç, °C, etc.). Apply _{subscripts} and ^{superscripts} correctly using *format commands* in the program. Use symbol font for Greek and other special characters.

Title: Short and informative (max. 130 characters with spaces); provide an English translation for articles written in other languages.

Running Title: Max. 50 characters.

Author(s): Please indicate first names in full (e.g. STEPHEN P. HESSELBO) in the title of the paper.

Address(es): For each author give the mailing address of the relevant institution, related with a number in superscript, on the first page. Include e-mail address of the corresponding author (indicated by a star in superscript).

Keywords: Maximum of six words.

Abstract: Obligatory (max. 300 words), if manuscript is not in English an extended abstract is mandatory (max. 1000 words).

Figures and tables are referred to as follows: (Fig. 4), (Figs. 4a–d), (Table 3). In text without abbreviation, for example: "...represented by stars in Figure 4b, and see notes in Table 3".

Emphasis: Should be set in *italics*.

Abbreviations: Use standard abbreviations and a consistent set throughout text, tables and figures. Avoid excessive use of abbreviations in the text. Acronyms must be explained immediately after first usage. For abbreviations of mineral names we recommend that you follow: Kretz (1983), *American Mineralogist* 68, 277–279; type mineral components in lower case letters.

The use of palaeontological names (genera and species) should be in agreement with the International Code of Zoological Nomenclature: Names of the authors of taxa in small caps, use of brackets in accordance with general rules. First descriptions of taxa will not be mentioned in the References, unless the respective publication is also specifically quoted in the text.

Typography: Use correct physical units, e.g., MPa, kbar, kV, Å, ∞m, s (seconds). Type spaces and long dash, e.g.: 25 °C, 25 wt%, –12 vol%, 46–53% Fe₂O₃, 2MgO + 2SiO₂=Mg₂Si₂O₆, 32 ± 3 Ma, T > 350 °C.

Equations: Use, e.g., Microsoft Equation or MathType. Formulae are set in *italic type*. The correct formula must be printed on the paper copy.

Physical and chemical symbols, units, and simple functions can be set in normal type within text (P = 4 kbar, T = 234 °C). Apply all subscripts, superscripts, and special characters in text, tables and figures (Al₂O₃, Si⁴⁺_{1.96}). To create stacked characters in simple in-line expressions apply sub- and superscript, lowered and raised characters (e.g. C_{o,psr}) in the word-processing program; if possible, avoid using equation editor. Special and stacked characters will be typeset by the journal using the submitted paper copy as a guide.

References

Citation of Publications in the text

According to the context, the name of the author and/or the year of publication will be placed in brackets: “(Meyer 1930; Laubscher 1973, 1975)” – “as shown by Meyer (1930)”. If several publications are quoted simultaneously, they should be arranged chronologically by their date of publication.

When reference is made to a publication by 2 authors the sign “&” should be used: Arthaud & Matte (1975).

If there are 3 authors or more, only the first author will be mentioned followed by “et al.”: Dapples et al. (2003).

Reference List

Publications are arranged alphabetically after the first author; only initials of the first names shall be indicated, family names in full.

Publications with 2 authors are arranged alphabetically following the second author:

- Bauer, A. & Knecht, F. 1997:...
- Bauer, A. & Meister, G. 1983:...

Publications with 3 authors or more (et al.-citations in the text) are arranged chronologically under the first author following the date of publication:

- Frisch, W., Kuhlemann, J., Dunkl, I., & Brügel, A. 1998:...
- Frisch, W., Brügel, A., Dunkl, I., Kuhlemann, J. & Satir, M. 1999:...

The names of authors should always be mentioned in the references as shown above, no drafts to indicate the repetition of names.

Journal names are not abbreviated. The presentation of publications in the references must be in agreement with the *Swiss Journal of Geosciences* norm, concerning printing types and punctuation, as shown below:

- Rubatto, D. & Gebauer, D. 1999: Eo/Oligocene (35 Ma) high-pressure metamorphism in the Gornergrat zone (Monte Rosa, Western Alps): implications for paleogeography. *Schweizerische Mineralogische und Petrographische Mitteilungen* 79, 353–362.
- Peacock, S.M., Rushmer, T. & Thompson, A.B. 1994: Partial melting of subducted oceanic crust. *Earth and Planetary Science Letters* 121, 227–244.
- Bice, K.L. & Norris, R.D. 2002: Possible atmospheric CO₂ extremes of the Middle Cretaceous (late Albian-Turonian). *Paleoceanography* 17, doi:10.1029/2002PA000778.

Articles published in a collective volume should be cited as shown below:

- Guex, J. 1991: Biochronological correlations. Springer, Berlin, Heidelberg, 252 pp.
- Delson, E. 1973: Fossil Colobine Monkeys of the Circum-Mediterranean Region and the Evolutionary History of the Cercopithecidae (Primates, Mammalia). Unpublished PhD Thesis, Columbia University, New York, 856 pp.
- Cortesogno, L., Dallagiovanna, G., Gaggero, L. & Vanossi, M. 1993: Elements of the Paleozoic history of the Ligurian Alps. In: von Raumer, J. & Neubauer, F. (Eds.): *Pre-Mesozoic geology of the Alps*. Springer, Heidelberg, 257–277.

If there are more than two editors, et al.-citations are admitted: Pfiffner et al. (Eds.):...

Names and titles of publications in a non-latin alphabet should be transliterated, indicating the language of the abstract.

Contact the Editorial Office for an end note styles file for this journal.

Tables

Compose tables to be as compact as possible. Prepare for single or double column area in print (see “Drawings”). Do not use tab stops or spaces; rather format by using table functions (Microsoft Word and Excel). Each item (short text

or numbers) should be in one table cell and *on one line*: please never use the return key within a table cell (MS Word). If you need to start a new line, start a new row! Preferably all rows containing tabulated data should have the same number of cells. Align decimal numbers using the decimal tab (MS Word). Ensure that the number of digits is realistic with respect to the uncertainty of the data. Footnotes should be indicated by lower case superscript in alphabetical order. Authors may use Times font and 11 or 10 point letter size in preparing tables. Tables may be scanned or printed from the submitted files. *Hint*: Generate the table in Excel, then apply special formats using Word; copy-paste the table into Word, choose 11 or 10 point letter size, then apply subscripts and superscripts.

Figures

Figures should be *prepared to allow reduction* to match the print area; the printed page normally includes the figure caption. Large maps may be prepared to be split and printed on facing pages. Choose letter size, line width and fill patterns suitable for reduction. The letter size in text or diagram labels may not be less than 1.5–2 mm at print size (subscripts 1 mm). Use uniform text style and letter size. Make optimal use of the single or double column text area (Single column: 88 x 225 mm, double column: 180 x 225 mm). Intermediate formats (80 to 180 mm in width) are possible but should be the exception. Try to place the legend within the figures (e.g. below, to the right of the graph).

Where necessary, figures with multiple parts are permitted. Apply a large bold lowercase “**a, b, c**” and place the label in the upper left of each part. Indicate latitude and longitude on maps. Include a *scale bar* in metric units (specify the scale (e.g. 1:20'000) only for figures that will not be resized). *Indicate the value of the scale bar(s) in the figure caption only.*

Digitized figures should be in EPS or TIFF format.

We invite you to prefer patterns, hatches and dashed lines. When using grayscales at all, please only apply *3 distinct grayscale values* at about 20, 40, 60% black and avoid gray shades. Do not use colors in figures to be printed in grayscale mode.

Gray and black should be in grayscale mode or preferably in black in CMYK mode (print), but not in RGB mode (screen display).

Line width (stroke weight) must *be not less than 0.25 point = 0.1 mm* at publication size (also in patterns). Do not use “hairlines” or thin gray lines.

Photographs or electronic images (final submission)

Consider a vertical layout of one-column width for the photo in reduced size. Text in the photo should be 2 to 4 mm tall when published. Draw a scale bar on each photo. Electronic images: Submit photos in TIFF format with 300 dpi (dots per inch, or 120 dpcm) resolutions at the image size printed in the journal (normal width 88 mm; max. 180 mm).

When submitting bitmap (black on white) images or scans, a resolution of 600 dpi is required.

Sending the Final Version

Text, illustrations and structure of the manuscript must be carefully checked to avoid the need for corrections in proof. Check names and year of references and cross-check the references in the text and in the list of references.

The revised manuscript (after the last reviewing) should be sent to the responsible Associate Editor, together with copies of the preceding version showing the remarks of the reviewers.

Final full versions of revised and accepted manuscripts should be submitted in electronic form on CD-ROM or by FTP Server. Details will be given by the responsible Editor. Indicate the first author's name and file names on the label. Save all figures and tables as separate files. File names should be short and show the program's extension (e.g. MillFig1.ai, BrugTab3.xls). Submit Mac/PC compatible files of text and tables (also RTF/rich-text-file format) and of figures (TIFF, EPS). The text should be in two versions: standard program used by the author (e.g. Microsoft Word) and RTF. If special characters are used in the manuscript, a printout of the final version should be provided, too. The version on the hard copies must be identical with the one on the data storage medium. Digitized figures should be in EPS or TIFF format.

Charges for the Authors

For publications totalling more than 12 printed pages (plates and appendix included) a page charge of 240 CHF will normally be applied for each additional page. Colour pages are charged 700 CHF per page. Important author corrections, extra costs for plates larger than page size, and foldouts will be charged to the authors.

Proofs

The corresponding author will receive a print ready hard copy version of his article for proofreading. The managing editor is to be informed of any *address change* or alternative address to which the proofs should be sent. Corrections should be restricted to printing errors. Proofs must be returned promptly.