

INSTRUCTIONS TO ENVIRONMENTAL GEOSCIENCES AUTHORS

ARTICLES

Articles are papers of major extent and contain detailed geoenvironmental data that support original interpretations or methods. Article length is not exceed 50 double-spaced (includes text, references section, and figures/tables) PDF pages.

DISCUSSIONS AND REPLIES

Discussions and Replies pertain to articles published in Environmental Geosciences, are brief, to the point, and are not to exceed six (6) pages, including figures and tables. Longer text is subject to approval by the DEG Editor-in-Chief.

MANUSCRIPT REVIEW

The DEG Editor-in-Chief makes the final decision concerning the acceptance or rejection of a paper. Manuscripts are reviewed by two or more referees for technical merit, quality of scientific content, and utility of the results for practicing geologists. Discussions and Replies are reviewed by the DEG Editor-in-Chief.

RESEARCH MONOGRAPHS

The DEG Editor-in-Chief will consider a case by case basis manuscripts that exceed normal page limits for articles. Authors are requested to contact the Editor-in-Chief (degjournal@aapg.org) before submitting monographs through the Editorial Manager system.

MANUSCRIPT SUBMITTAL

Submit papers online through Editorial Manager® (<http://www.editorialmanager.com/EG/>). Using EM, authors can track the progress of their papers from submission to publication.

Please contact the journal office for submission questions at degjournal@aapg.org.

TEXT AND TABLES

Microsoft Word
WordPerfect
PostScript or PDF from TeX or LaTeX
RTF

GRAPHICS

TIFF or EPS created from the following supported applications
Adobe Illustrator
Adobe PhotoShop
Corel Photo-Paint
Corel Draw
Claris Draw
Deneba Canvas
Macromedia Freehand
Powerpoint

REVIEWING PURPOSES

All the previously listed applications plus
PDF
PostScript

MANUSCRIPT PARAMETERS

• Use metric units of measure with the English unit equivalent in parentheses or, conversely, English units with metric equivalents in parentheses. Laboratory measurements do not require conversions.

- Do not use abbreviations except for units of measure.
- Limit the use of acronyms.
- Cite figures in numerical order.

• Cite all references and include complete information for each citation in "References Cited" section.

- Limit the length of the abstract to no more than 250 words.

• Follow the North American Stratigraphic Code (<https://ngmdb.usgs.gov/Info/NACSN/Code2/code2.html>).

MANUSCRIPT SECTIONS

Organize manuscripts as follows.

- Title
- Author(s) and address(es)
- Acknowledgments
- Abstract
- Text
- Appendix(es)
- References Cited
- Figure captions (separate sheet)

- Figures and Tables (separate from text and label the figure and/or table with its corresponding number)

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COVER PHOTOGRAPHS

The *Environmental Geosciences Journal* considers good quality color images. Please contact the journal office (degjournal@aapg.org) for submission instructions.

REFERENCES FORMAT

- Order references alphabetically. Order multiple listings by the same author(s) by date (earliest first).

• Single author journal article: Author's last name, initials, year, title of paper: full name of journal, v. x, p. xx-xx.

• Single author chapter or paper in a book: Author's last name, initials, year, chapter title, in editor's or compilers initials, last name, book title: city of publication, publisher, p. xx-xx.

• Single author book: Author's last name, initials, year, book title: city of publication, publisher, xxx p.

• Multiple authors: First author's last name, initials, initials and last name of second, third, etc. authors, year, etc.

• Maps: Author's or compiler's last name, initials, year, map title: city of publication, map publisher, map scale, number of sheets.

• Computer programs on disk: Organization name, year, program name, version number: city of distributor, name of distributor.

• Internet: Author name(s), year of publication or last revision (if known), title of document, title or complete work (if applicable), URL in angle brackets, date of access.

- Work submitted or in preparation: Cite as personal communication.

ARTWORK PREPARATION

GRAPHICS

• Save graphics files in the EPS format with a Macintosh preview (color preview for color files), when possible. Otherwise, use TIFF (color files as CMYKTIFF). Include native application files.

• Save graphics at the recommended resolutions for acceptable quality for printing. Resolutions in graphics files must be at least

300 dpi for halftones
600 dpi for lettering
1200 dpi for line art

- Do not use fonts to create patterns within figures.

• When graphics files are placed into other graphic files, both files must be provided for printing and editing. Please include the final combined figure and a separate file for each placed graphic.

• Send color proofs for illustrations that are to be produced in four color (CMYK).

• Avoid saving color graphic files in the TeachText or SimpleText applications.

• File compression is encouraged. Use either Winzip (Windows) or Stuffit (Mac). Do not use JPEG or LZW compression.

- Identify all figures by number.

• Contact the journal office (degjournal@aapg.org) for submission options.

SCALES/AXES

- Figures must include scales.

• Axes must be labeled on graphs.

• Scale bars must be included on photomicrographs. If a slide is submitted, indicate the scale on a print of the slide and we will impose the scale on the image electronically.

GALLEY PROOF

No content changes are allowed at galley proof stage. We expect the proofs and author queries be returned no more than two weeks from date of receipt.

REPRINTS

In lieu of reprints, a PDF will be available to authors after the issue has been released for publication.

REFERENCE STYLE CHECKLIST

REFERENCES CITED

References must be complete and accurate.

All references listed in References Cited must be cited in the manuscript.

Names, spellings, and dates between text and References Cited must be consistent.

References that have one author, two authors, or a group of authors who published more than one work in one year must be differentiated by adding a, b, c, etc., after the year (1991a).

Works accepted for publication are cited as “in press;” the year is not given. Example: (Jones, R. B., in press, Fluvial and lacustrine rocks . . . p. 91–121.

Unpublished references must be cited as personal communications (C. J. Rockfall, 1998, personal communication) and are not listed in References Cited.

Add doi number when possible.

TEXT CITATIONS

References are not allowed in abstracts.

Works are cited chronologically first, then alphabetically. Example: (Harvey, 1989, 1992; Allmendinger et al., 1990, Beer et al., 1990; Jordan et al., 1993; Milana, 1994; and Fernandez, 1995).

Initials are used when referencing two or more authors who have the same last name. Example: (E. N. Barbat, 1995; W. F. Barbat, 1995).

Articles or books that have three or more authors or editors are cited with the senior author’s name plus “et al.” Example: (Barker et al., 1995).

Works by the same author in the same year are cited “1980a, b,” not “1980a, 1980b.”

A page number must be given when a direct quote is used. Example: (Allmendinger, 1991, p. 1492).

Unpublished references must be cited as personal communications (C. J. Rockfall, 1998, personal communication) and are not listed in References Cited.

ORDER OF CITED INFORMATION

Use the following order of information within a reference.

Journal Article: author name(s), year of publication, title of article, name of journal, volume number, issue number (optional), page numbers. Example: Carstens, H., 1978, Origin of abnormal formation pressures in central North Sea Lower Tertiary clastics: *The Log Analyst*, v. 129, no. 1, p. 24–28.

Book Article: author name(s), year of publication, title of article, editor(s) of book, title of book, city of publication, publisher, series and any number, volume number, number of pages. Example: Posamentier, H. W., and P. R. Vail, 1988, Eustatic controls on clastic deposition II—sequence and systems tract models, *in* C. K. Wilgus, B. S. Hastings, C. G. St. C. Kendall, H. W. Posamentier, C. A. Ross, and J. C. Van Wagoner, eds., *Sea-level changes: An integrated approach*: SEPM Special Publication 42, p. 125–154.

Book: author or editor name(s), year of publication, title of book, city of publication, publisher, number of pages. Example: Riley, J. P., and R. Chester, 1971, *Introduction to marine chemistry*: New York, Academic Press, 465 p.

Map: author name(s), year of publication, title of work, city of publication, publisher, series and any number, scale, number of sheets. Example: Harris, A. G., L. D. Harris, and J. B. Epstein, 1978, Oil and gas data from Paleozoic rocks in the Appalachian basin: U.S. Geological Survey Miscellaneous Investigations Map I-917-E, scale 1:2,500,000, 4 sheets.

Thesis: author name(s), year of publication, title of work, name of the degree, university, city of location, number of pages for thesis. Example: " . . . Master's thesis, Rice University, Houston, Texas, 200 p."

Internet: author name(s), year of publication or last revision (if known), title of document, title of complete work (if applicable), URL, date of access (accessed January 1, 1998.) Example: Rocky, I. M., 1998, The oil patch: <http://www.geology.oilpatch.edu/article.html> (accessed January 5, 1998). If there is a digital object identified (DOI) for the source, include it in addition to page numbers and other locators: Friedman, J. W. and C. Mezzetti, 2001, Learning in games by random sampling: Journal of Economic Theory v. 98, no. 1, doi:10.1006/jeth.1=2000.2694, <http://www.idealibrary.com/links/doi/10.1006/jeth.2000.2694>.

FORMAT

List senior author's last name first, followed by initials; thereafter, list initials then author's last name (Walter, L. M., A. M. Stueber, and T. J. Huston).

Repeat all author or editor names; do not use em dashes for author names.

List all authors/editors unless the work has more than 10 authors/editors, then list first author/editor "et al."

Leave a space between the initials of an author's name.

Use this style if the paper is from a book of papers: ". . . in J. J. Jones and B. B. Bark, eds., This is a rock. . ."

Use the punctuation and spelling the author gives for the title.

Follow the same capitalization style that is used in the text for formal names.

List a range of pages for an article in a book or journal; list the total number of pages for a book.

Use an en dash between the page range.

Spell out all journal names except AAPG and SEPM.

Use the initial word cap/lower case for titles of papers and books that are listed before the colon preceding publication details, but major words initial cap for those that follow the colon.

Do not use "#" or "no." before the number of a series (AAPG Continuing Education Note Series 15; AAPG Studies in Geology 3; AAPG Memoir 15, etc.).

Designate an abstract with "(abs.)" after the title of the abstract.

List the city, the publisher, then number of pages for books; i.e., ". . . New York, John Wiley, 550 p."

List the university, the city, then number of pages for theses; i.e., ". . . Oklahoma State University, Stillwater, 50 p."

Do not list the name of the state of the publisher if the city is well known.

Do not include unimportant words in publisher names (Inc., Publishers, Co., etc.)

Drop the name of the city of publication for periodicals.

Use the ampersand instead of "and" for the *Oil & Gas Journal*, and place issue date in parentheses following volume number.

Leave the issue number in if the author included it; if not, don't add it.

Use the abbreviation "2nd ed." for second edition and "3rd ed." for third edition.

ORDER OF REFERENCES CITED

Works are ordered alphabetically by author, regardless of number of authors.

If an author or set of authors has more than one work, order by date, oldest to newest.



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Digital Art Guidelines

To publish the figures in your article with the highest quality, it is important to submit digital art that conforms to the appropriate resolution, size, color mode, and file format. Authors who do not comply with these guidelines will be asked to resubmit their figures in a print-quality format, which may delay publication.

Sizing and preparation: Submit figures at their final publication size; do not scale figures. Prepare figures at 1, 1.5, or 2-column width. (See the table to the right.) Figures can also be placed broadside (landscape) on a page. The height of all figures must be less than or equal to 9" / 23 cm / 54 picas.

Columns	Inches	Centimeters	Picas
1	3.25	8.25	19.5
1.5	5	12.7	30
2	6.75	17.1	40.5

Labeling and Font Usage: Provide labels for all multipanel figures using lowercase 12 point Helvetica Bold or Arial Bold surrounded by parentheses; for example: (A), (B), (C). For text within the figures, please use the same font for all figures in your manuscript, and use a standard font such as Arial, Helvetica, Times, Symbol, Mathematical Pi, and European Pi. Do not use varying letter type sizes within a single figure; use the same size or similar sizes throughout. The preferred font size is 8 points; the minimum font size is 6 points.

Two categories of Digital Artwork:

- **Raster Images** (i.e. pixel-based; also called bitmapped images; TIF and JPG files support only raster data) or
- **Vector Images** (i.e. object-based; EPS, AI, and PDF files support both vector and raster data.)

Vector images are preferred because they have the highest quality and produce the best results in publication.

Resolution and Raster Images: Low-resolution raster images are one of the leading causes of art resubmission and schedule delays. Submitted raster (i.e. pixel-based) images must meet the minimum resolution requirements.

Raster images can be classified as monochrome (line-art), halftone, or combination halftone.

TIF or PNG file formats are preferred for raster-only images.

- **Monochrome (1-bit) images (line-art):** Common examples are graphs and charts made of solid black and white, with no gray or color values. The suggested minimum resolution for this type of image is 1000 ppi at publication size.
- **Combination Halftones:** Common examples are color or grayscale figures containing halftone and line art elements. The suggested minimum resolution for this type of image is 600 ppi at publication size.
- **Halftones:** Common examples are color or grayscale figures containing pictures only, with no text or line art. The suggested minimum resolution for this type of image is 300 ppi at publication size.

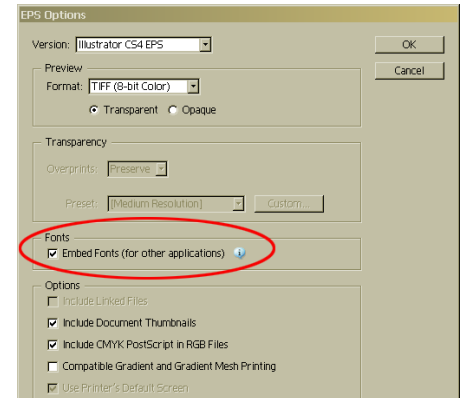
Monochrome (line-art)	Combination Halftones (grayscale or color images with text or line-art)	Halftones (grayscale or color images with no text or line-art)
1000 ppi at publication size	600 ppi at publication size	300 ppi at publication size

Color Mode: All color image files must be submitted in their original RGB color. To ensure accurate color in publication when you work with raster images, it is best to use an application that supports ICC profiles, such as Adobe Photoshop. Whatever application you use, be sure to always embed the originating ICC profile when saving the file. This is usually the default behavior - for example, this screen shot is from the Save As... dialog box in Photoshop. The box to embed the ICC profile is checked by default, just be sure to leave the box checked. If you are using a different application, please check the documentation to be sure you are properly embedding the ICC profiles.



Vector Graphics: Vector images are typically generated using drawing or illustration programs (e.g., Adobe Illustrator) and are composed of mathematically defined geometric shapes - lines, objects, and fills. Vector graphics are resolution independent and can be enlarged to any size without quality loss.

- **Vector line art:** Common examples are graphs and charts created in illustration programs. It is preferable to have these saved as EPS files, with all fonts embedded or converted to outlines, and graph lines at least 0.25 points thick.
- **Combination line/halftone:** Common examples are color or grayscale figures containing halftone and line art elements. The halftone elements should be processed in Photoshop and the line elements in Illustrator, and the two elements from the two applications should be combined in Illustrator. It is preferable to have these saved as EPS files, with all fonts embedded or converted to outlines, and graph lines at least 0.25 points thick.



Microsoft Office: Figures submitted in Word, Excel, or PowerPoint are acceptable but should be avoided if possible. If MS Office is your only choice, please follow these general rules to ensure that the file is properly prepared:

1. Do not use pattern or textured fills in graphics. Instead, use solid fills or percentage screens: these will be effectively maintained as vector data during file conversion. **Note:** A 20% difference in percent screens is most effective for differentiation.
2. Artwork placed within any MS Office application should be of acceptable minimum resolution for print production: 300 ppi for halftones, 600-900 ppi for combinations, and 1000-1200 ppi for line art.
3. When inserting pictures/images into files, be sure to select "insert" rather than "insert link." The latter will not properly embed the high-resolution image into the MS Office file.
4. For each and every file created in MS Office, **before** saving the file, choose File>Options>Advanced and check the box labeled "Do not compress images in file." (This will help ensure that high resolution is maintained.)
5. Always embed fonts in your documents.
See the guidelines below for embedding fonts in MS Office documents.

Embedding Fonts in MS Office:

- From the file menu, select Save As...
- From the **Tools** menu, select **Save Options...**, then check the **Embed Fonts in the file** box as shown below. These screen shots are from MS Office 2007 for Windows. If you are using a different version, these boxes may look different, but the instructions above should suffice.

