

Geological Society of Nevada
Guidelines to Authors of Manuscripts
Submitted to
2010 Symposium – Great Basin, Evolution and Metallogeny

All manuscripts are subject to the following:

1) Ethical guidelines

- i) The Geological Society of America's Ethical Guidelines for Publication will govern the Symposium's editorial process (see <http://www.geosociety.org/pubs/ethics.htm>).

2) Disclaimer

- i) All manuscripts of this symposium are to be published only to ensure the timely dissemination of scholarly research and technical work.
- ii) All information is published "as is" with all faults and without warranty of any kind, expressed or implied.
- iii) In no event shall the Geological Society of Nevada (GSN), its officers or members be liable for any incidental or consequential damages, even if the GSN has been informed of the possibility thereof.

3) Copyright

- i) Copyright and all other rights pertaining to submitted manuscripts are retained by authors, GSN, or by other copyright holders.
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4) Length

- i) Including all words in figures and references, manuscripts must
 - (1) contain no fewer than 2,000 words and
 - (2) not exceed 20,000 words.

5) Text format

- i) Text (and tables) are to
 - (1) be submitted as Microsoft Word (.doc) files and
 - (2) use
 - (a) Arial 12 font,
 - (b) flush left justified and ragged right margins,
 - (c) no indentation of the first line of paragraphs,
 - (d) single-line spacing within text, and
 - (e) double-line spacing between paragraphs.

6) Layout

- i) The first page must state only
 - (1) the title,
 - (2) authors' names and affiliations,
 - (3) the e-mail address of the corresponding author, and
 - (4) a short running title for subsequent page headings.
- ii) The second page must include
 - (1) an abstract (a summary of the manuscript not exceeding 200 words), and
 - (2) a brief list of keywords.
- iii) Third and subsequent pages are to contain
 - (1) Main text, broken into sections and paragraphs,
 - (2) Headings for each section - only three ranks of headings for a paper's heading can be accommodated – all text, including headings, is to be in Arial 12pt – as follows:
 - (a) **FIRST ORDER (centered, bold, capital letters)**
 - (b) **Second Order (left justified, bold)**
 - (c) *Third Order* (left justified, italics),
 - (3) Callouts for figures and tables (e.g., "Fig.1" or "Table 1 near here") are to be included on a separate line between paragraphs in the main text,
 - (4) Acknowledgments
 - (a) limited to one short paragraph and
 - (b) placed at the end of the main text and immediately before the references, and
 - (5) References
 - (a) are to be the last section of the paper and
 - (b) use the formats currently employed by the Geological Society of America (see bottom of the page at <http://www.geosociety.org/pubs/geoguid5.htm>).

7) Style

- i) Abbreviations, punctuation, numerals, compounding of words, and other matters of style mechanics should follow the rules of the current U.S. Government Printing Office Style Manual (see <http://www.gpoaccess.gov/stylemanual/browse.html>).

- ii) Abbreviations
 - (1) should be kept to a minimum,
 - (2) when first used, the entire word or term is to be spelled out in full, followed by the abbreviation (enclosed by parentheses) which will be subsequently used (e.g., Battle Mountain-Eureka Trend (BM-ET)), and
 - (3) in figures and tables, all abbreviations must be identified in footnotes, keys and/or legends (see Figures and Tables, below).
- iii) "Percent" and "per mil" should be written out in the text but symbols may be used in parentheses (10%, 3‰) and in Figures and Tables.
- iv) Isotopes should appear as ^{40}Ar or δD .

8) Units

- i) Metric (SI) units of measurement are to be used wherever possible.
- ii) Where non-metric units (e.g., 2 oz/t, in short tons) are employed, the metric equivalent must be placed in brackets (68 g/t, in tonnes).
- iii) Correct unit symbols (e.g., millions are M, grams are g, and kilograms are kg) are to be used.
- iv) Decimals are preferable to fractions.

9) Geological terminology

- i) All terminology must conform to the Glossary of Geology, 5th edition, Klaus K.E. Neuendorf, James P. Mehl, Jr., and Julia A. Jackson, editors, published (2005) by the American Geological Institute (see <http://www.agiweb.org/pubs/pubdetail.html?item=300154>).

10) Figures (including photographs, diagrams, maps, sections, charts and graphs)

- i) Figures are to be
 - (1) submitted as close as possible to the size intended for publication,
 - (2) submitted separate files; not imbedded in the text,
 - (3) submitted preferably, as .tif files using
 - (a) a high resolution of at least 300 dpi and
 - (b) a maximum of 600 dpi may be used especially where figures contain embedded text.
 - (c) (if .tif is not possible, .eps or .jpg may be employed)
 - (4) enumerated in the order mentioned in the text.
 - (5) given a suggested location using a "Callout," (see Callouts in Layout, above) between text paragraphs.
 - (6) designated by a descriptive title or caption below the figure, e.g., Fig. 1. Regional Map.
- ii) All photographs must be in digital format.
- iii) Diagrams, maps, sections, charts and graphs should
 - (1) be generated by computer graphical programs, whenever possible,
 - (2) use lines that are at least $\frac{1}{2}$ point and no greater than 2 point in width,

- (3) utilize mostly black, with distinct, simple patterns, shading and/or color, and
- (4) employ similar patterns, preferably commonly-used ones (limestones as bricks, etc.), for rock types, are to be used throughout a series of maps and cross sections.
- iv) Lettering in figures should
 - (1) be of normal, and not bold, type and
 - (2) not be super-imposed on elements of a figure unless placed in a clear window within a patterned area.
- v) All figures must have legends which clarify all abbreviated words, symbols, patterns and colors.
- vi) Where appropriate, a clearly visible bar scale and direction indicator (e.g., north arrow, "looking East" on sections, etc.) are to appear on each illustration.
- vii) Colored figures, including photographs, are acceptable, but they
 - (1) are to be grouped together and not spread through the manuscript and
 - (2) may only appear on a maximum of 20% of the total number of pages.
- viii) The term "Figure" should be
 - (1) spelled out in the text (Figure 1 shows. . .) and
 - (2) abbreviated to "Fig."
 - (a) in parentheses (Fig. 1) and
 - (b) at the beginning of captions (Fig. 2. Mine map).

11) Tables

- i) Tables are to
 - (1) be created and submitted as Microsoft Word .doc files,
 - (2) be enumerated in the order in which they are mentioned in the text,
 - (3) have short, descriptive captions or titles above the table, and
 - (4) be placed at the end of the manuscript or in separate files, with their suggested location (see Callouts in Layout, above) shown between paragraphs in the text.

12) Deadlines for documents

- i) First drafts of abstracts must be submitted
 - (1) by **April 30, 2009**
 - (2) online via the Manuscript Submittal link on the Symposium's website (www.gsnv.org/symposium).
- ii) Final abstracts must be submitted by **July 31, 2009**.
- iii) Draft manuscripts must be submitted by **November 30, 2009**.
- iv) Final manuscripts must be submitted by **April 1, 2010**.

13) Editing

- i) Editors retain the right to accept or reject all papers.
- ii) All papers will be peer reviewed and returned to authors for revision.

- iii) Reviewed manuscripts will be returned to the author before January 31, 2010 for final revision.
- iv) All enquiries concerning these Guidelines or other aspects of the editing and publication process can be communicated to **GSN Symposium editor's e-mail address, publications@gsnv.org**.

14) Authors' final draft

- i) All final manuscripts must be submitted by April 1, 2010 (before the Symposium) so that the Proceedings can be published by October 2010.
- ii) Final submissions are to be done in two ways:
 - (1) uploaded to the Symposium's website (www.gsnv.org/symposium).
 - (a) text (.doc), table (.doc), and figure (.tif) files are to be combined in zip files.
 - (b) all file names should include the lead author's name and a keyword (e.g., jones elko txt. doc; jones elko txt.zip, jones elko fig.zip).