

Instruction to authors

The *Proceedings of the Yorkshire Geological Society* is a biannual publication that caters for original research papers on all aspects of geology. Emphasis is placed on (i) papers relating to the geology of the north of England (but including aspects of more than local interest) and (ii) papers of general geological interest. Papers should be between 3000 and 15 000 words in length, including references (a full printed page consists of c. 1000 words). Longer contributions should not be submitted without prior consultation with the Editors. Review papers are normally published by invitation only, but ideas for a review paper may be submitted to the Editors for assessment by the Publications Committee.

1. SUBMISSION OF PAPERS

Papers are welcome from Society members and non-members alike. They are accepted on the understanding that they have not been published elsewhere and authors are asked to assign copyright to the Yorkshire Geological Society. An electronic copy should be sent to the Production Editor - jessica.pollitt@geolsoc.org.uk. Authors may also find it helpful to consult the Royal Society's booklet, *General Notes on the Preparation of Scientific Papers* (revised edn, 1974).

Typescripts should be in their final form, and should be arranged according to the layout used in the May 2015 issue of the *Proceedings*. Typescripts that deviate excessively from the standard layout will be returned to the authors for modification. Referees are appointed to assess the papers, and the author will be informed of the decisions reached. In multi-authored works, correspondence will be with the first-named author unless otherwise arranged. PDF proofs will be sent directly to the author who must read and correct them, returning them to the Production Editor at the Geological Society Publishing House via email or post. Prompt attention to proofs is essential.

2. PREPARATION OF PAPERS

2.1. Text

Text should be double-spaced throughout (including references and figure captions), with each page numbered. The typescripts should be arranged as follows:

1. Title, which should be concise yet informative.
2. Name(s) and full postal address(es) of author(s).
3. Abstract. This should not exceed 250 words, and should be a self-contained summary of the main achievements of the paper (without references) and not a mere statement of the scope and contents of the paper.
4. Main text. This should be organized according to the system of headings described in section 2.2.
5. Appendices, if necessary.
6. References (see section 2.5).
7. Tables, each on a separate sheet, together with its caption.
8. List of figure captions.

2.2. Headings

Four grades of headings are normally used in the *Proceedings*:

First-order heading

Second-order heading. Text follows on next line.

Third-order heading. Text follows on next line.

Fourth-order heading. Text follows on same line.

In certain circumstances (e.g. where there are frequent short sections) it may be decided to vary this arrangement. The heading 'Introduction' may, for clarity, be used on the typescript, although it will not be used in the printed paper. The first line of the first paragraph following each heading should begin at the left-hand margin (no indent).

2.3. Systematic palaeontology

The layout for palaeontological systematics should follow the conventions adopted by the Palaeontographical Society. Synonymy lists should be in the same style as those in *Palaeontology* (e.g. 1996, 39, 1068). Open nomenclature should follow Matthews (1973, *Palaeontology*, 16, 713–719) and Bengston (1988, *Palaeontology*, 31, 223–227).

2.4. Systematic lithostratigraphy

Any new lithostratigraphic terms should be rigorously defined to conform to the various codes for lithostratigraphic nomenclature. Their establishment, naming and hierarchy. Fossils forming part of a lithostratigraphical unit name have a capital initial letter and are not italicized (e.g. *Plenus Marls*, Boueti Bed).

2.5. References

All references cited in text and captions must appear in the list, and vice versa. The accuracy of references is the responsibility of the authors. Within the text, the citation should be name and date: Young & Bird (1822) or (Young & Bird 1822) depending on context. Where the reference has three or more authors, the text citation should be first-named author *et al.* Periodical titles should be quoted in full, and follow the wording on the title sheet. Where indication of the country or region of origin would assist in the identification of the periodical, additional wording should be included: e.g. *Journal of the Geological Society, London*. Accents should be included in all foreign book and serial titles. Postgraduate theses are treated as published books.

Cassar, J. & Vella, A.J. 2003. Methodology to identify badly weathering limestone using geochemistry: Case study on the Lower Globigerina Limestone of the Maltese Islands. *Quarterly Journal of Engineering Geology and Hydrogeology*, 36, 85–96, <http://doi.org/10.1144/1470-923602-007>

Corfu, F., Gasser, D. & Chew, D.M. (eds) 2014. *New Perspectives on the Caledonides of Scandinavia and Related Areas*. Geological Society, London, Special Publications, 390.

Gibson, S.A. 1988. *The geochemistry, mineralogy and petrology of the Trotternish Sill Complex, northern Skye, Scotland*. PhD thesis, Kingston Polytechnic, UK.

Hambrey, M.J., Christoffersen, P. *et al.* 2007. Neoproterozoic glaciated basins: A critical review of the Snowball Earth hypothesis by comparison with Phanerozoic glaciations. In: Hambrey, M.J., Christoffersen, P., Glasser, N.F. & Hubbard, B. (eds) *Glacial Sedimentary Processes and Products*. Blackwell, Oxford, 343–399.

Lundmark, A.M., Saether, T. & Sørli, R. 2014. Ordovician to Silurian magmatism on the Utsira High, North Sea: implications for correlations between the onshore and offshore Caledonides. In: Corfu, F., Gasser, D. & Chew, D.M. (eds) *New Perspectives on the Caledonides of Scandinavia and Related Areas*. Geological Society, London, Special Publications, 390, 513–523. First published online December 17, 2013, <http://doi.org/10.1144/SP390.21>

2.6. Illustrations

Illustrations should be prepared to column width of 84 mm, intermediate width of 110 mm (printed with caption in 50 mm-wide block alongside) or page width of 176 mm. The printed page height is 250 mm. The caption will be placed beneath a full-page illustration and the height of the latter should be reduced accordingly. Colour printing incurs extra costs. Colour figures can be included in the online PDF at no cost. The same file is used in both print and online versions so the colour figure needs to be clear when printed in black and white. Estimates of likely costs can be obtained from the Production Editor. Please ensure that colour files to be printed are saved as CMYK, not RGB.

Lettering should be no less than 1 mm high after reduction. Half-tone illustrations should be high-quality glossy prints with good contrast. Magnification should be indicated by means of a scale bar on the photograph or, if this is not possible, in the figure caption. All half-tone illustrations are referred to as Figures, not Plates. In composite illustrations the individual photographs should be labelled 1, 2, 3, etc. or A, B, C, etc. Where possible, labels should be on the photographs, not in the space between.

3. OFFPRINTS

Hard-copy offprints may be ordered on the form provided at proof stage. You will be given free access to 50 downloads once the paper is online; details will be emailed to the corresponding author at the time of publication.

Acknowledgement. Some figures published in the *Proceedings* display the National Grid, taken from the Ordnance Survey map with the permission of the Controller of Her Majesty's Stationery Office.