Instruction to authors

The Proceedings of the Yorkshire Geological Society is a biannual publication that caters for original research papers on all aspects of geological theme or those with the above rationale. Papers should be between 3000 and 15000 words in length, including references (full published paper: consists of c. 10000 words). Longer contributions should not be submitted without prior consultation with the Editors. Review papers are normally published only to appear the next year, and in no case may a new paper 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. All submissions to PYGS should be made online. The website will be launched in 2017. In the meantime, please email manuscripts to Steve Donovan, SteveDonovan@nus.ac.uk. Authors may also find it helpful to consult the Royal Society’s booklet, General Notes on the Preparation of Scientific Papers (second 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. References 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 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. References 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.

2.2. Headings

Four grades of headings are normally used in the Proceedings:

First-order heading

Second-order heading

Third-order heading

Fourth-order heading

In certain circumstances (e.g. where there are frequent short sections) it may be desired to vary this arrangement. The location of an 'Introduction' may, for clarity, be used on the typecript, 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).

2.4. Systematic Lithostratigraphy

Any new lithostratigraphic terms should be rigorously defined to conform to the verge criteria for lithostratigraphic nomenclature. Their establishment, naming and hierarchy. Fossils forming part of a lithostratigraphic unit name have a capital initial letter and are not italicized (e.g. Plenus Maria, Bonaiti 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 (1023) or Young & Bird (1023) 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, unless 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 titles, both of book and serial titles. Postgraduate theses are treated as published books.


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 listed beneath each illustration and the height of the letter should be reduced accordingly. Colour illustrations incur 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 be printed are saved in CMYK, not RGB.

Lettering should be no less than 1 mm high after reduction. Halo-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, as the figure caption. All halftone illustrations are referred to as Figures, not Plates. In composite illustrations the individual photographs should be labelled (e.g. A, B, C, etc. or A-B, C-D, 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 published. Further 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.