

Guidelines for contributors

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Manuscripts should be submitted to one of the two Chief Editors: Dr. Stefan Bucher for geological subjects, Dr. Jean-Paul Billon-Bruyat for paleontological subjects. They will ask one of the Associate Editors to organize the reviewing procedure.

Languages

The EGH publish papers in English, German, French and Italian, **preferably, however, in English.**

In addition to the full title a **running title** (max. 50 characters) in the language of the manuscript should be given and, if necessary, an English translation of the full title.

Key words should always also be given in English, too.

In addition to an **English Abstract** a **second abstract** in German, French or Italian should be given.

Presentation of the manuscripts

Please observe carefully the following instructions in order to avoid a delayed reviewing procedure:

A – Please provide **3 copies** of text, tables, figures and plates.

B – Text printed on one side of the page in **A4, double spaced**, with 2.5 cm margin on both sides; foot notes should be avoided as far as possible. Manuscripts without page numbers will not be accepted.

C – Introduce printing types such as *italics*, **bold**, underlined, SMALL CAPS directly in the manuscript;

D – **authors of the manuscript**: Please indicate first names in full (e.g. Stephen P. Hesselbo) in the title of the paper. Problems will arise if there are too many coauthors, this should be avoided wherever possible by using a formula like “with the collaboration of...”. The original orthograph of authors’ names with accents and special signs should be used – the same for geographical names.

E – **Abbreviations** should be fully explained when appearing in the text for the first time. If a great number of abbreviations is used, an alphabetical glossary at the end of the text is recommended.

F – The use of **paleontological names** (genera and species) should be in agreement with the International Codes of 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.

G – 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)” – no small caps here! 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).

H – References

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 then 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.

The presentation of publications in the References must be in agreement with the Eclogae norm, concerning printing types and punctuation, as shown below:

Arthaud, F. & Matte, P. 1975: Les décrochements tardi-hercyniens du sud ouest de l’Europe. Géométrie et essai de reconstruction des conditions de la déformation. Tectonophysics 25, 139–171.

Blüm, W. 1989: Faziesanalyse im Rotliegenden des Nord-schweizer Permokarbon-Trogs (Hochrhein-Region zwischen Basel und Laufenburg). Eclogae Geol. Helv. 82, 455–489.

Güex, J. 1991: Biochronological correlations. 252 pp., Springer, Berlin, Heidelberg.

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

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

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, 257–277, Springer.

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

Tables, plates, and figures

Tables, plates, and text-figures should be **submitted separately** from the manuscript text, captions placed separately at the end of the manuscript.

Please indicate scales of figures as numbered scales of reference of scale bars.

Signatures and symbols should be fully explained in the figures themselves – please do not use numbered legends referring to the figure caption or to the text.

Space will be saved (thus reducing financial contributions by the authors) if figures can be placed within the width of one column of the printed text (= 88 mm). Please take care that inscriptions are still readable at such a reduction.

Photos may also be integrated as text-figures.

The revised manuscript (after the last reviewing) shall be sent to the responsible Associated Editor, together with copies of the preceding version showing the remarks of the reviewers. Two copies of the complete **final version** as resulting from possible changes requested by the Associate Editor, shall then be sent to the responsible Chief Editor: two copies of the text and originals of figures and plates, and the whole on a CD-ROM. The text should be in two versions: standard program used by the author (e.g. Microsoft Word) and RTF. If special signs are used in the manuscript, the program allowing a correct printout should be provided, too. Digitized figures should be in EPS or TIFF format. The version on the copies must be identical with the one on the electronic support.

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