

INSTRUCTIONS FOR CONTRIBUTORS

The *Turkish Journal of Earth Sciences* is a publication of the Scientific and Technical Research Council of Turkey (TÜBİTAK).

Submission of Manuscripts

Manuscripts for publication should be submitted to the Editor in Chief, Dr. Erdin Bozkurt, Middle East Technical University, Department of Geological Engineering, Tectonic Research Unit, TR-06531 Ankara, Turkey. Papers should be original and comprise previously unpublished research or interpretations or syntheses of the two. Submission implies that the manuscript is not currently under consideration for publication elsewhere.

Four copies of the text, figures (clear copies, of at a size suitable for review), tables and captions on good quality A4 paper should be submitted. Only high-quality prints and/or copies of photographic plates will be considered for the review process.

Authors are invited to nominate up to five possible referees (with their affiliations, e-mail addresses and fax numbers, if possible). Please note that those nominees might not be chosen.

Preparation of Manuscripts

Papers of any length are considered, provided that the length is justified. Manuscripts (abstract, text, acknowledgements, references, appendices and figure captions) should be typed on one side of the paper with wide margins (at least 2.5 cm), and double-spaced throughout, and with all pages numbered. Pages of captions for figures and tables should be paginated separately. The various levels of headings used should be clearly differentiated. Major headings should be placed flush left, in bold-face type, with initial letters of significant words capitalised (e.g., Metamorphic Belts of Turkey). Secondary headings are similar to the first-level headings, except that they are italicised. Third-level headings are similar to the second-level headings, except that they are indented italicised, and run into the text. Margins should not be justified. After acceptance, you will be asked to provide a disk containing the word-processed text.

Manuscripts must be in English, but an extended abstract in Turkish, headed by a Turkish translation of the title, is also required. If the authors are residents of a non-Turkish speaking country, they may include an extended abstract in English. Translation into Turkish will be done by the Journal. Either British or American spelling is acceptable. It is recommended that authors whose native language is not English seek help from a colleague whose mother tongue is English.

Manuscripts should generally be structured as follows:

- a. Title
- b. Names of the authors and their affiliations, with the e-mail address of the corresponding author (full forenames should be given)
- c. Abstract
- d. Key words
- e. Introduction
- f. Methods, Material Studied and Descriptions
- g. Results
- h. Discussion and/or Conclusions
- i. Acknowledgements
- j. References
- k. Appendices
- l. Tables
- m. Figures and captions

Cover Page

A cover page, separate from the main manuscript, must include the following:

- a. Full title
- b. Names of authors (full forenames should be given)
- c. Full postal and e-mail addresses of authors (the corresponding author should be indicated). A fax number for the corresponding author should also be given.
- d. Abbreviated title (less than 40 characters) for use as a "running head" at the top of the page

Abstract

An informative "Abstract", not exceeding 300 words, should be a concise summary of the paper stating the methods used, the main results and conclusions. It should not contain citations.

The manuscript should continue with an extended abstract in Turkish, headed by a Turkish translation of the title.

Key Words

Authors should provide 6-8 key words to assist the reader and allow cross-indexing of the paper. Plural forms and upper-case letters should be avoided. Key words should be written in lower-case letters and be separated by commas.

References

Please study this section thoroughly before preparing the final draft of your manuscript and keep in mind that correct and complete referencing is evidence of careful manuscript preparation.

References should be inserted in parentheses in full. For single- or dual-author papers, refer to authors' names (without initials unless there are two or more references to authors with the same surname and year are cited in the manuscript) and year of publication (e.g., Stampfli 1998; Okay & Tüysüz 1999). For publications written by more than two authors, the name of the first author should be used, followed by "et al." (e.g., Kelling et al. 2000). Please note that no commas are to be used between name and date. Lists of references in citations should be arranged chronologically, from the earliest to the most recent, separated by semi-colons (e.g., Stampfli 1997, 1998; Okay & Tüysüz 1999; Kelling et al. 2000). Specific pages or illustrations should be cited by the author's name and year, followed by page numbers and figure numbers (if necessary) (e.g., Şengör 1987, p. 584, fig. 7). For verbal or written personal communications, use "pers. comm." with the year, where appropriate (e.g., Ralf Hetzel, pers. comm. 1998).

All references cited in the text must be listed at the end of the paper. The manuscript should be carefully checked to ensure that the spellings of authors' names and publication years are exactly the same in the text as in the reference list. References should be listed in alphabetical order. In this list, names of all authors and journal names should be given in full. Please also note that authors' names are acceptable in lower case (e.g., Collins, A.S. & Robertson, A.H.F.), capitals and small capitals (e.g., COLLINS, A.S. & ROBERTSON, A.H.F.); they are not acceptable in full capitals (e.g., COLLINS, A.S. & ROBERTSON, A.H.F.).

Examples:

- SARICA N. 2000. The Plio-Pleistocene age of Büyük Menderes and Gediz grabens and their tectonic significance on N-S extensional tectonics in West Anatolia: mammalian evidence from the continental deposits. *Geological Journal* **35**, 1-24.
- COLLINS, A.S. & ROBERTSON, A.H.F. 1997. The Lycian Mélange, southwest Turkey: an emplaced accretionary complex. *Geology* **25**, 255-258.
- ŞENGÖR, A.M.C, SATIR, M. & AKKÖK, R. 1984. Timing of tectonic events in the Menderes Massif, western Turkey: implications for tectonic evolution and evidence for Pan-African basement in Turkey. *Tectonics* **3**, 693-707.
- BARKER, A.J. 1990. *Introduction to Metamorphic Textures and Microstructures*. Blackie and Son Ltd, Glasgow.
- ROJAY, F.B. 1993. *Tectonostratigraphy and Neotectonic Characteristics of the Southern Margin of Merzifon-Suluova Basin (Central Pontides, Amasya)*. PhD thesis, Middle East Technical University, Ankara-Turkey.
- GANEV, M. 1974. Stand der Kenntnisse über die Stratigraphie der Trias Bulgariens. In: ZAPFE, H. (ed), *Die Stratigraphie der alpin-mediterranean Trias*. Springer, Wien, 93-96.
- YILMAZ, Y., GENÇ, Ş.C., GÜRER, F., BOZCU, M., YILMAZ, K., KARACIK, Z., ALTUNKAYNAK, Ş. & ELMAS, A. 2000. When did the western Anatolian grabens begin to develop? In: BOZKURT, E., WINCHESTER, J.A. & PIPER, J.D.A (eds), *Tectonics and Magmatism in Turkey and its Surrounding Area*. Geological Society, London, Special Publications **173**, 353-384.
- AKYÜREK, B., AKBAŞ, B. & DAGER, Z. 1988. *Çankırı-E16 Quadrangle, 1:100 000 Scale Geological Map and Explanatory Text*. Mineral Research and Exploration Institute of Turkey (MTA) Publications [in Turkish with English abstract].
- ALTINER, D. 1983. Upper Permian foraminiferal biostratigraphy in some localities of the Taurus Belt. In: TEKELİ, O. & GÖNCÜOĞLU, M. C. (eds) *Geology of the Taurus Belt*. Proceedings of International Tauride Symposium. Mineral Research and Exploration Institute of Turkey (MTA) Publications, 255-268.
- BİNGÖL, E., AKYÜREK, B. & KORKMAZER, B. 1975. Geology of the Biga peninsula and some characteristics of the Karakaya blocky series. In: *Proceedings of 50th Anniversary of Turkish Republic Earth Sciences Congress*, Mineral Research and Exploration Institute of Turkey Publications, 70-75 [in Turkish with English abstract].
- OKAY, A.İ & SİYAKO, M. 1991. The new position of the İzmir-Ankara Neo-Tethyan suture between İzmir and Balıkesir. In: TURGUT, S. (ed), *Tectonic and Hydrocarbon Potential of Anatolia and Surrounding Regions*. Ozan Sungurlu Symposium Proceedings, 333-355.
- KONAK, N. 1985. A discussion on the core-cover relationships on the basis of recent observations (Menderes Massif). *Geological Congress of Turkey, Ankara, Abstracts*, p. 33.
- PARLAK, O. & HÖCK, V. 1998. Suprasubduction zone origin of a Neotethyan ophiolite: petrographical and geochemical evidences from the Pozanti-Karsanti ophiolite, southern Turkey. *Third International Turkish Geology Symposium*, METU-Ankara, Abstracts, p. 173.
- REYNOLDS, S.J. 1985. *Geology of the South Mountains, Central Arizona*. Arizona Bureau of Geology and Mineral Technology, Geological Survey Publications, **195**.

Acknowledgements

Acknowledgements must be brief and confined to persons and organizations who have made significant contributions. Use full names without titles and ranks.

Figures

All illustrations must be originals presented separately from the manuscript, and not folded. The author's name and figure number should be clearly marked on the reverse side or on the lower front side.

Figures will preferably be either single column or double column width when printed. The final printed page size is 215 mm deep by 170 mm wide; single column width is 81 mm. Please design your diagrams with the above dimensions in mind.

Lettering and other details must be large enough to remain legible after the required reduction (font size is 6, or a minimum of 2 mm high when reduced). For hand-drawn diagrams, lettering must be drafted sharply and neatly. The same type of lettering should be used throughout.

Illustrations should have metric-scale bars rather than magnification factors. All maps should have north, and latitude and longitude indicated. Patterns should be explained within the figure, not in the figure caption. Detailed maps or other diagrams (logs, etc.), which may require a whole page, are welcome. Foldouts (up to A3 size) can only be accepted in exceptional cases. This is possible only if justified and accepted by the reviewers and the editor. Authors wishing to have foldout illustrations should have a separate statement explaining its necessity. Landscape figures should have no lettering upside down on the final printed page. Colour figures can be accepted provided that the author is prepared to pay the extra production costs.

Any computer-generated line illustrations should be supplied on disk in EPS format (please provide print-outs that are exactly the same as those on the disk). Figures should be submitted at the final publication size. Do not use flat and fine shading, or tones. Shading should be distinct.

Photographs must be black and white and sharp, and exhibit good contrast. They must be submitted as original glossy prints and mounted in the desired layout.

All illustrations must be numbered in the order in which they are discussed and referred to in the text as **Figure 1** or **Figures 1 & 2** (if more than one figure is referred to). Each figure must have a caption that is intelligible without reference to the text. Figure captions should be provided separately from the figures at the end of the manuscript and double-spaced. They should begin "**Figure 1**" etc. Composite figures should be mounted together and the parts labelled (a), (b), (c), etc.

Tables

A table should not exceed the printed area of the page. Foldouts cannot be accepted. Each table must have a caption, that is intelligible without reference to the text. Table captions should be provided on separate sheets at the end of the manuscript and double-spaced. They should begin "**Table 1**" etc. All tables must be numbered in the order in which they are mentioned in the text. Tables should be referred to as **Table 1** or **Tables 1 & 2** (if more than one table is referred to).

All non-standard abbreviations must be identified in footnotes, for example, abbreviations for minerals and rock types.

Final Submission of Manuscripts for Publication

On acceptance of a manuscript, authors must submit two hard copies of the revised final draft as well as a copy of the manuscript on disk (both text and figures) in a standard word processing format.

Page Proofs

One set of page proofs will be sent to the corresponding author to be checked for typesetting/editing errors. The author is not expected to make changes or corrections that constitute departures from the article that was accepted by the editor. If this occurs, authors must be prepared to meet the production costs. Proofs should be returned to be Editor in Chief within 4 days of receipt.

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Discussions

Discussions of papers that have already appeared in the *Turkish Journal of Earth Sciences* are welcome. They should follow the style of articles and must be no longer than four printed pages of the Journal.