

Instructions for Authors

Submission of Manuscripts

Manuscripts should be written in English, and submitted in printed form (three good copies), with a cover letter, including the author's name and all relevant contact addresses, to the following address:

Manuscripts may be both thematic or research articles containing new research results of international significance. Reviews or discussions of scientific methods and research projects will be accepted, as well. In addition, scientific communications of partial results of ongoing projects; reviews of books and other scientific materials; reports on conferences or courses and field trips are welcome.

Articles should be written in English for a broad international readership of professional geoscientists, geographers and students. Articles and other teaching materials directed to **Terræ Didática** can be submitted in Portuguese, Spanish or English.

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The Editor cannot guarantee that an article will be published on a particular date or in a particular issue of **Terræ**. The Editor reserves the right to reject all or any part of the article submitted. The Editors assume no responsibility for statements made by contributors.

Guidelines for manuscript preparation

Articles should have from 4,000 to 6,000 words and be no longer than 15 pages, double-spaced pages including tables, figures, and references. They must be typed using Times New Roman 12, on one side only of A4-size paper and with the following margins: Top and Bottom – 2,5 cm; Left and Right – 2,0 cm.

Shorter articles are also acceptable. *Scientific Communications* should have around 2,000 words or 6 pages, double-space, including tables, figures and references.

Word-processors files are preferred. Manuscripts prepared with other software and computers should *export the full text* (with figures, schemes and tables inserted into the text) to a format as RTF, DOC or DOCX.

Articles must be written in English with American spelling, including units and numbers format. Authors whose native language is not English are strongly urged to have their manuscript reviewed **before submission** by a person whose native language is English.

Consecutive numbering of all pages is required, with the title page as page 1. The following format of presentation should be followed: title; authors' names; authors' affiliations and addresses; abstract; keywords; introduction; materials and methods; results; discussion; acknowledgments; references; tables; figure legends; and figures.

All highlights in the text must be in *italic*: never use underline. **Bold** is used just to volume numbering of journal references.

An abstract of no more than 200 words **must be included** as well as 3 to 5 keywords. It must emphasize the novel aspects and summarize the main findings of the paper for a general Geosciences reader.

Acknowledgements may be included in a brief statement at the end of the article. Metric units should be used and all nonstandard symbols, abbreviations and acronyms must be defined.

References should be inserted in parentheses in the text in full for single and dual authored papers (e.g. Forstner and Wittman 1981), but using first author and et al. for multiple authored papers (e.g. Gibson et al. 1995) or (Foxall 1998, Gibson et al. 1995). A *List in alphabetical order* must be included at the end of the article.

References to books should cite the author(s), publication date, title, publisher, and chapter pages, with the enhancement made always in italic. Journal references must cite the title of the paper, and its starting and ending pages. The following examples also includes a serial publication, a map, an abstract, a report of a meeting, and a textbook, in the following standard form:

Butt C.R.M., Zeegers H. eds. 1992. *Regolith Exploration Geochemistry in Tropical and Subtropical Terrains*. Handbook of Geochemistry. Amsterdam: Elsevier.

Chow T.J., Snyder C.B., Earl J.L. 1975. Isotope ratios of lead as pollutant source indicators. In: Isotope ratios as pollution source behavior indicators symposium. Vienna, IEAE. *Proceedings*, p. 95-108.

Dartmouth Flood Observatory. *Floods*. URL: <http://www.dartmouth.edu/artsci/geog/floods>. Last accessed: June 2nd, 2004.

Foxall S.L.J. 1998. *Geographic education in Colorado: a view from the seventh grade*. Fort Collins: Poudre Press.

Forstner U., Wittman G.T.W. 1981. *Metal Pollution in the aquatic environment*. Berlin: Springer-Verlag. 486p.

Gibson S.A., Thompson R.N., Leonards O.H., Dickin, A.P., Leonards O.H. 1995. High-Ti and low-Ti mafic potassic magmas: key to plume-lithosphere interactions and continental flood-basalt genesis. *Earth Planet. Sci. Lett.*, **136**:189-229.

Green S., Sanderson F.J., Marsh T.J. 1996. Evidence for recent instability in rainfall and runoff patterns in the Celtic regions of W. Europe. In: 1st Inter-Celtic colloquium on Hydrology. Rennes, July, 1996. *Proceedings...* Paris: INRA.

Jones G.D. 1999. *Numerical modelling of saline groundwater circulation in carbonate platforms*. PhD thesis. Bristol: University of Bristol. 330p.

Kelly P.M., Jones P., Briffa, K. 1997. Classifying the winds and weather. In: Hulme M., Barrow, E. (eds.). *Climates of the British isles*. London: Routledge. p. 153-72.

Loster T. 1999. Flood trends and global change. In: *Proceedings of the Euroconference on global change and catastrophe risk management: flood risks in Europe*. IIASA, Laxenburg. URL: <http://www.iiasa.ac.at/Research/RMP/june99/papers/loster.pdf>. Last accessed: Sept 6th, 2004.

Nunes A.R. 2002. *Análise de dados geológicos, geofísicos e de sensoriamento remoto para geração de modelos prospectivos para a Região da Serra Leste, Carajás (PA)*. Campinas: Inst. Geoc., Univ. Est. Campinas / Unicamp. 217p. (MSc. dissertation).

Santos M. 1994. *Técnica, espaço e tempo: globalização e meio técnico-científico informacional*. São Paulo: Hucitec. 190p.

Toledo C.L.B. 2002. *Evolução geológica das rochas máficas e ultramáficas no greenstone belt Barbacena, região de Nazareno, MG*. Campinas: Inst. Geoc., Univ. Est. Campinas / Unicamp. 217p. (PhD Thesis).

Tables should be numbered and cited in numerical order in the text. Each table should be printed on a separate page, provided with a heading, and referred to in the text as Table 1, Table 2, etc. The title should be typed above each table. Legends giving sufficient explanation to make the data understandable without reference to the text must be typed below the table on the same page.

Figures must be cited in the text in numerical order using *Arabic numerals*. Figures should be numbered according to the sequence of their appearance in the text, where they are referred to as (Fig. 1) or Figure 1, (Fig. 2) or Figure 2 etc. The approximate point of insertion of figures must be indicated in the text. *Figure legends* should be typed on a separate sheet, and should include a brief title and a concise explanation of each figure. Conference slides, video sequences, software, etc., can be included and published as supplementary material.

Tables, figures and all graphics with words must be typed using Times New Roman or Arial.

The Results and Discussion section should emphasize the major findings of the research and their significance. Concise interpretation of scientific data and comparisons with the current literature should be included.

Illustrations

Good illustrations are essential and may include photographs, figures, line drawings or tables incorporating graphics. Tables with text only and without graphics may be placed by the author within the text of the article for typesetting by **Terræ** staff. Alternatively, other illustrations may be compiled in a standard spreadsheet package and submitted by e-mail or on diskette along with details of the software used. Although authors are encouraged to include figures and schemes in color, their use must be restricted to situation in which they are necessary on scientific, and not merely cosmetic, grounds. The Editor reserves the right to refuse color figures that do not comply with this condition.

It is not necessary to place captions on any illustrations but indicate where in the text they may be included. Illustrations previously published and unchanged from the original must be accompanied by permission from the original publisher to republish.

Illustrations (figures) should not be inserted into the text but sent in separated files. Originals should not be greater than A4 size and lettering should be capable of being reduced to up to 60 percent. **TIFF** format for Bitmap images is preferred. For vectorial images (lineart/line drawing), the following formats can be used: **.AI** (Adobe Illustrator), **.CDR** (CorelDraw), **.CMX** (Corel Presentation Exchange). Both vector and bitmap images can be sent in **.EPS** (Encapsulated PostScript) format.

Printing and publication

When major changes are deemed to be necessary, the Editor will consult the author by the most convenient means, and the manuscript may be returned for approval or further clarification. Page proofs will be available to authors in electronic media. All accepted articles are edited to conform to the style of **Terræ** and will appear on the web in such

format that allows to be referenced. After printing, **Terræ** will provide the author with three copies of the journal. Reprints of articles will not be supplied to authors.