



# Reviews in Mineralogy and Geochemistry

## GUIDE FOR EDITORS AND AUTHORS

### 2018



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Two sets of documents are required:

- “EDITABLE COPY” --- This includes the text document (*MS Word*), tables (*MS Word or Excel*) and figures (see formats below). We do NOT accept TeX/LaTeX.
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## Electronic formats

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**FILE NAMES:** Please do not use “.” within the file name except for separating the extension (e.g., .DOC, .PDF, .TIF, .EPS, .PS, .XLS) from the name.

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**EQUATIONS:** Use *Equation Editor/MathType*. Please ensure they are still editable and **NOT embedded images** in your Word submission.

**REFERENCES:** We strongly encourage use of Endnote.

**TABLES:** Use *Microsoft Word* or *Excel*. If that is not possible, please export the document into a Microsoft Word or Excel importable format.

**FIGURES:** Please submit figures using PDF, Adobe Photoshop/Illustrator, EPS, or TIF file formats. When saving PDF's, please:

- **embed all fonts** and
- use the “High Quality” or “Press Quality” settings in your PDF printer preferences.

**Separate files** for each figure are required (not just embedded in the Word file).

## Margins & the printable area for Tables/Figures

The printable area in a RiMG volume is 4.875” by 7.7”. Therefore, if using letter- or A4-sized paper, figures and tables should fit within a 6” (152 mm) by 9.5” (241 mm) area. Letter-sized paper would have margins at 0.75” (19 mm); A4-sized paper would have margins at ~1.14” (29 mm).

## Font style & size

For the TABLES, please use Times or Times New Roman font or one like it. For FIGURES, use a simple sans serif font (no smaller than 10 point), such as Arial. Use Symbol font for GREEK LETTERS and SYMBOLS as much as possible--**NOT** the special characters from the “insert special character” box unless there is no other option.

## Spacing and indents

Please indent the first line of each new paragraph. Single space the text throughout the document.

**Title, headings, and subheadings.** Please use the following style.

**Tables** Prepare each table in Microsoft Word or Excel with its proper (and informative) heading in place (see example below). Do not use font sizes smaller than 11 point.

<b>Pyroxenes</b>	<i>Title</i>
<b>James. A. Author and Carol C. Coauthor</b>	<i>Author List</i>
<i>Department of Scientific Studies</i>	<i>Address</i>
<i>State University</i>	
<i>City, State 12345-6789, U.S.A.</i>	
<a href="mailto:j.author@SU.edu">j.author@SU.edu</a> ; <a href="mailto:CC.Coauthor@SU.edu">CC.Coauthor@SU.edu</a>	<i>Email addresses</i>
<b>ROCK-FORMING PYROXENES</b>	<i>1st order</i>
<b>Assemblages of natural pyroxenes</b> [no period, no caps]	<i>2nd order</i>
<i>Subsolidus assemblages.</i> (An indented, italicized, bold heading is the form for a third-order heading and that the text should follow after it exactly as this text does.)	<i>3rd order</i>

**Table 23.** The composition of hot chocolate.

*[center heading, using 11-pt font]*

Constituent	Weight %
Milk	xx
Cocoa	yy
Sugar	zz

Do not use too open a format. Maximum dimensions (including headings) are 6" (152 mm) by 9.5" (241 mm). Tables can be in portrait or landscape layout.

*A Table cannot have infinite columns.* It has to fit either portrait or landscape on the printed page. Split your table into manageable pieces if it is too big to fit on a single page. Look at some recent examples of large tables: <http://ring.geoscienceworld.org/content/gsrng/81/1/107.full.pdf>; <http://ring.geoscienceworld.org/content/gsrng/81/1/239.full.pdf>.

## Equations

MathType or the Equation Editor in MS Word can be used to create your equations. **Files with equations not in this format may be returned.** No TeX and no images!

Use Equation (yy) and (Eqn. yy) when referring to equations in the text.

A simple equation may be incorporated into the text, but if it will be referred to again, it is best to type it on a separate line with its number in parentheses, right justified (use tab stop), on the same line. Example:

$$\sum t_{1z} = 6.589[T_{1z} - O] - 1.605 \quad (32)$$

Use the following style in both the equation and surrounding text:

NUMBERS, FUNCTIONS, and CONSTANTS are roman (not italic, not bold)

SCALAR VARIABLES are *italicized*

VECTORS and MATRICES are **bold faced**

**Abbreviations and symbols** should be as below. There is a space between all numbers and units:

**Common abbreviations** (note **Roman type**)

cf. = compare  
 e.g. = for example  
 et al. = and others  
 etc. = and other things  
 i.e. = that is  
 p. = page(s)  
 vs. = versus

**Length (*l*)**

m = meter(s)  
 cm = centimeter(s) (1 cm = 10<sup>-2</sup> m)  
 mm = millimeter(s) (1 mm = 10<sup>-3</sup> m)  
 μm = micrometer(s) (1 μm = 10<sup>-6</sup> m) NOT micron or μ  
 nm = nanometer(s) (1 nm = 10<sup>-9</sup> m)  
 Å = angstrom(s) (1 Å = 10<sup>-10</sup> m)  
 pm = picometer(s) (1 pm = 10<sup>-12</sup> m)

**Mass (*m*)**

g = gram(s)  
 kg = kilogram(s)  
 mg = milligram(s)  
 μg = microgram(s)

**Volume (*V*)**

L = liter(s)  
 mL = milliliter(s)  
 cm<sup>3</sup> = cubic centimeter(s)  
 Å<sup>3</sup> = cubic angstrom(s)

**Pressure (*P*)**

Pa = pascal(s)  
 kPa = kilopascal(s)  
 MPa = megapascal(s)  
 GPa = gigapascal(s)  
 bar or bars (no abbreviation)  
 kbar = kilobar(s)  
 atm = atmosphere(s)

**Temperature (*T*)**

K = Kelvin(s)  
 °C = degrees Celsius [space before degree sign. c.f. angles where there is no space between digit and degree sign]

**Energy:**

J = joule(s)  
 kJ = kilojoule(s) (preferred)  
 cal = calorie(s)  
 kcal = kilocalorie(s)

**Density (*D* or *ρ*)**

g/cm<sup>3</sup> = gram(s) per cubic centimeter

**Concentration** (use square brackets [ ] around chemical

symbol, e.g., [Ca<sup>-2</sup>])  
 % = percent [no space prior]  
 ‰ = per thousand [no space prior]  
 wt% = weight percent  
 mol% = mole percent  
 vol% = volume percent  
*M* = molar concentration (mol/L)  
*m* = molal concentration (mol/kg)  
 ppm = parts per million  
 ppb = parts per billion

**Time (*t*)**

s = second(s)  
 min = minute(s)  
 h = hour(s)  
 d = day(s)  
 yr = year(s)  
 Ma = million years  
 Ga = billion years (ago or date)  
 m.y. = million years  
 b.y. = billion years (duration)

**Frequency (*f* or *ν*)**

Hz = hertz  
 kHz = kilohertz  
 MHz = megahertz

**Miller indices**--note that letter symbols are italicized but numeric values are not, e.g., [*hkl*] but [100]

*hkl* = diffraction symbol  
 (*hkl*) = face symbol  
 {*hkl*} = form symbol  
 [*hkl*] = edge or zone symbol

**Unit-cell measurements:**

*a*, *b*, *c* = edge lengths  
 α, β, γ = angles  
**a**, **b**, **c** = vectors--note boldface

**Optical measurements:**

dispersion (*r*, *v*),  
 optic axial angle (2*V*, 2*V*<sub>x</sub>, 2*V*<sub>z</sub>);  
 principal vibration directions (*E*, *O*; *X*, *Y*, *Z*);  
 refractive indices (*n*; ε, ω; α, β, γ)

## REFERENCES

- ***In the text***, references should be cited by author and year. With more than two authors, only the first need be named, followed by “et al.” Separate citations by a semi-colon. List from oldest to most recent. Group citations with identical authorship together. Articles in same year, list by alphabetical order. *For example*, (Larry 1979a,b; Curly and Moe 1985, 1991; Curly 1990; Jones 1990; Moe et al. 2001).
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- Please use Endnote during preparation: an EndNote style sheet is available at <http://endnote.com/styles/Reviews%20Minerol%20Geochem.ens>



Journal:

Hawthorne FC, Oberti R (2007) Classification of the amphiboles. Rev Mineral Geochem 67:55-88

Journal using doi's:

Meier R, Anderson J, Verry S (2012) Industrial X-ray diffraction analysis of building materials. Rev Mineral Geochem 74:147-165, doi: 10.2138/rmg.2012.74.4

Article published only on WWW:

Barrick RE, Showers WJ (1999) Thermophysiology and biology of *Giganotosaurus*; comparison with *Tyrannosaurus*. Palaeontologia Electronica, [http://www.palaeo-electronica.org/1999\\_2/gigan/issue2\\_99.htm](http://www.palaeo-electronica.org/1999_2/gigan/issue2_99.htm)

Book:

Tossell JA, Vaughn DJ (1992) Theoretical Geochemistry: Application of Quantum Mechanics in the Earth and Mineral Sciences. Oxford University Press, New York

Article in Book:

Keil K (1969) Meteorite composition. *In*: Handbook of Geochemistry. Vol 1. Wedepohl KH (ed) Springer, Berlin, p 78-115

Edited Book:

Schulze DG, Stuiicki JW, Bertsch PM (eds) (1999) Synchrotron X-ray Methods in Clay Science. The Clay Minerals Society, Boulder Colorado

Conference Proceedings or Abstract:

Rosso KM, Bylaska EJ, Rustad JR (1999) The energetics of cation exchange in muscovite mica. EOS Trans, Am Geophys Union 80:F1108

Dissertation/Thesis:

Bartelmehs KL (1993) Modeling the properties of silicates. PhD Dissertation, Virginia Polytechnic Institute & State University, Blacksburg, Virginia

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<i>Reference List</i>	<i>Your reader has in mind</i>
Smerson X (2003) On the thermodynamic.....	Smerson (2003)
Smerson A (2005a) Principles of Mineralogy.....	Smerson (2005a)
Smerson XY (2005b) 25 years of research in .....	Smerson (2005b)
Smerson X, Alphonso B (2013) An isotope study of....	Smerson and Alphonso (2013)
Smerson XY, Xavier X (1997) Monoclinic ushywushyite in	Smerson and Xavier (1997)
Smerson X, Hibou A, Blye G, Xu H (1992a) Systematics of technetium mineralogy	Smerson et al. (1992a)
Smerson A, Xavier X, Hibou A, Blye G (1992b) Native iron....	Smerson et al. (1992b)

## FIGURES

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#### **Manuscript: (p2,3)**

- There are no numbered sections
- U.S. English spell check performed
- Word file of final version of article
- Pdf file of “print-ready” version of article

#### **Equations: (p3)**

- All equations in the Word files are in editable Mathtype/Equation Editor format – **no images!**

#### **References (p5,6):**

- All citations and references are in correct format and order
- There are no uncited references and no citations to references not in the list
- There are no (submitted) or (in preparation) papers in the reference list

#### **Tables:**

- Tables are broken down into suitable sizes to be printed in landscape or portrait on one or more pages

#### **Figures: (p7)**

- Individual files for each figure of suitable resolution: any pdf figures have fonts embedded.
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