

Instructions to authors

General instructions

1. **Two exemplars of manuscript and camera-ready figures should be prepared following the further instructions.** The breach of instructions will cause the returning of manuscript before its forwarding to reviewers.

2. The extent of the article is limited to 30 manuscript pages including references, figures and explanations. Publishing of longer articles must be agreed by the editorial board and represents longer process.

3. Articles can be published in Slovak, Czech or English languages. English is preferred for the articles. Abstract and shortened text (resumé) in Slovak and Czech articles are published in English.

4. Text of the article must be sent to editorial office on CD using the MS Word editor for PC or Mac.

5. Simultaneously with article the editorial office must receive the author's proclamation that no part of the manuscript was already published and figures are original as well. Copied figures must be legalized by obtaining the copyright. The proclamation must contain the name of author (authors), title and the address of residence.

Text

1. The structure of the text incl. references must correspond to recent structure of articles in the journal.

2. Text has to be typed by double spacing with app. 30 lines per page and app. 60 characters per row.

3. Abstract of the article, briefly presenting the main results of the study, is limited to 200 words and is without references.

4. Text of the article has to contain the introduction, characterization (state) of investigated problem, used methodology, obtained data, discussion, conclusion and references.

5. The obtained data must be distinctly separated from their interpretation.

6. Do not repeat the data from tables and figures in the text, only explain and comment them.

7. Text must be sectionalized by headlines, the position of the main headlines is in the centre of the page, associated headlines start from the left side of the page. The hierarchy of headings can contain maximum three levels (1 – highest level, 2 – lower, 3 – lowermost), being indicated by pencil at the particular heading.

8. The references in the text should be used preferably in parentheses, e.g. (Dubčák, 1987; Hrubý et al., 1988). The form "according to Dubčák (1987)" should be used only exceptionally. Used are only surnames without first names of referred authors.

9. Position of figures and tables must be indicated by the pencil in the left margin of the pages. Text of manuscript sent to editorial office must be without figures and tables.

10. Greek letter in the text must be visualized on the left margin of the text by its name (e.g. sigma).

11. The text should strictly distinguish the dash from hyphen.

12. Symbols, mathematic signs, names of fossil remnants, words which should be written in the article by italics, must be in the manuscript underlined by the wavy line.

13. Slovak and Czech manuscripts should contain also the English title, abstract, key words, resumé and description to figures and tables.

Illustrations

1. The high quality of illustrations are required. Their aim is the most effective documenting and explaining the text. **When drawing them by hand or computer their maximum width 81 mm (width of column) or 170 mm (width of page) must be taken into account.** Properly adapted figure (dimensions of letters, thickness of lines) can be reproduced also in the scale 1:1, but there is recommended to prepare figures in larger scale. The pen-drawn figures must be prepared by black ink using the template for figures. The minimum acceptable size of capitals and numbers in camera-ready figure is 2 mm. The maximum dimensions of original drawing before reduction is 340 x 210 mm. **Maximum dimension of illustration in journal is 170 x 230 mm.** Lapped over illustrations should be avoided.

Figures compiled using the computer must be printed by high resolution laser printer (min. 300 DPI) and sent by the same CD like text. **For figures drawing the editorial office recommends the Corel Draw software.** The very thin lines (hair lines) as well as automatic filling of objects are not allowed. The filling must consist from separately set objects. The raster-type filling of planes is neither appropriate.

2. Each illustration including photographs must contain graphic (metric) scale.

3. Grouped figures, e.g. photographs and diagrams must be compiled as one figure with separate parts designated a, b, c, etc. They are referred as one picture.

4. Photographs must be sharp, black & white, contrast and printed on glazed paper. Their minimization for the printed article down to 50 % is recommended. **The photographs sent on CD in the form of JPG of TIF files are required for having resolution of at least 600 DPI.**

5. All figures must contain their number, name of author and arrow indicating their orientation.

6. The explanations used for a series of several maps and profiles should correspond to that in the first figure.

7. Description to figures should be sent like text on separate page.

8. Each illustration must be referred in the text.

9. All illustrations are sent to editorial office already after imprimatur. There is no possibility to correct or complete them later.

10. The high quality colour illustrations can be published after agreement by editorial office.

11. Editorial office reserves the right to return the graphic supplements back to author after language correction, resp. demand him to replace them for the higher quality ones.

Tables

1. Tables are submitted on separate page. Their layout must be designed for the width of column (81 mm) or page (170 mm). **More widespread tables are not accepted.**

2. Data are incorporated into table only when there is no possibility to incorporate them into text.

3. Vertical lines in the tables are not allowed.

4. The numbering of tables is gradual.

References

1. The references are stated in alphanumeric order. The denotation "in press" can be used only in the cases of acceptance of reviewed version of article by editorial board. The denotation "personal information" can be cited only in the text (e.g. Zajac, pers. information, 2008).

2. Examples of referring:

Book

Gazda, L. & Čech, M., 1988: Paleozoic of the Medzev nappe. *Bratislava, Alfa*, 155.

Journal

Vrba, P., 1989: Shear zones in the metapelite complexes. *Mineralia Slov.*, 21, 135–142.

Anniversary volume

Návesný, D., 1987: High-potassium rhyolites. In: Romanov, V. (ed.): Stratiform deposits of Gemicum. *Spec. publ. Slov. geol. soc., Košice*, 203–215.

Manuscript

Radvanský, F., Slivka, B., Viktor, J. & Srnka, T., 1985: Vein deposits of the Jedľovec nappe of Gemicum. Final report from the project SGR-geophysics. *Manuscript – archive ŠGÚDŠ Spišská Nová Ves*, 28.

3. The article with more than two authors is referred by the name of first author with the amendment et al., but the list of references contains names of all authors.

4. When referring the data by other author not being the co-author of referred publication, in the text he is cited in the following form: (Gerda in Kubka, 1975), though in the list of literature is stated only Kubka, J., 1975.

Any uncertainties can be discussed by e-mail: mineralia.slovaca@geology.sk, alena.wolfova@geology.sk, zoltan.nemeth@geology.sk