

ALBERTIANA

INSTRUCTIONS FOR AUTHORS (Updated: December 2013)

Albertiana is published biannually by the IUGS Subcommittee on Triassic Stratigraphy. Since the first volume was published in 1983, Albertiana has served the Triassic research community and Triassic Subcommittee providing a vehicle for dissemination of original research, a venue for the announcement of general information and as a platform for discussion of developments in the field of Triassic stratigraphy, biostratigraphy, paleontology, geochronology, magnetostratigraphy and other related disciplines. Five types of submissions are considered for publication in Albertiana:

Research Articles: Original research or review papers presenting new data or interpretations of data in areas of interest to Albertiana readers. Research articles must have an abstract and references cited sections and go through a formal peer-review process.

Reports and Reviews: Reports of the Triassic Subcommittee business, past meetings, or in-depth reviews of selected books. These contributions are generally invited by the editor.

Forum: Letters to the STS community or a comment/reply on past Albertiana articles. The Editors will solicit a response (Reply) from the original authors if the Comment is approved.

Recent Literature: Compilations of citations and reference lists involving subjects of interest to the Albertiana readership (just about anything Triassic).

Announcements: General announcement of forthcoming meetings, events, deadlines. Decisions about publishing announcements will be based on relevancy to Albertiana readership and is at the discretion of the editor.

EDITORIAL POLICY AND REVIEW PROCESS

News items, announcements, bibliographies, or other items of interest to the Triassic community will be reviewed by the editor for appropriateness for inclusion in Albertiana. Although submissions in this category will typically be automatically accepted for publication they may be returned to the submitter for editing and final polish.

Research articles submitted to Albertiana are typically sent to at least two reviewers, who are expected to treat the manuscript confidentially. Reviewers may choose to be identified to the authors or to remain anonymous. Reviewers are instructed to respond with constructive and fair feedback. All manuscripts are reviewed as rapidly as possible and the editorial team strives for a decision within 4-6 weeks of submission, although this

is dependent on reviewer availability. The acceptance or rejection of a manuscript is based on the appraisal of the paper and reviews by the managing Associate Editor and Editor in Chief. Critical review determines the suitability and originality of the paper in *Albertiana* and the adequacy and conciseness of the presentation. Nearly all manuscripts are returned to the author with suggestions for revision, condensation, or final polish. Revised manuscripts should be returned to the editor as soon as possible for a final decision. All accepted manuscripts will be formatted and typeset to appear in the journal. Authors will be provided with digital page proofs of the typeset manuscript and offered the opportunity to make very minor last-minute corrections to the typeset manuscript.

GENERAL RULES ON CONVENTIONS, FORMATTING AND STYLE FOR RESEARCH ARTICLES

Albertiana publishes in US English only. Authors whose first language is not English are strongly urged to have a native English speaker review the manuscript prior to submission. Spelling should conform to Webster's Third New International Dictionary (Unabridged). The metric system and SI units are required throughout the text and in figures. For proper use of stratigraphic nomenclature, refer to the International Commission on Stratigraphy (<http://www.stratigraphy.org>). The use of names of biostratigraphic units (e.g., biozones) should be in accordance with the International Stratigraphic Guide.

TEXT FORMAT

- Double-space the entire manuscript, including abstract, text, references, tables, figure captions, and appendices.
- Number all pages, beginning with the title page.
- Use a standard font for the text (e.g., Times New Roman,), 12 point only.
- Italicize genus and species names, but not other taxonomic names.
- Separate sentences with a single space after the period.
- No extra line or spaces between paragraphs.
- Use formatting commands rather than spaces and tabs for paragraph indentation.
- Do not right-justify text. Do not break words with a hyphen at the right margin. Do not use footnotes.
- Figures and tables must be numerated and cited within the text in the consecutive order in which they appear.
- Use appendices for long tables or listings such as specimens examined and locality information.

Where necessary, e.g., i.e., and et al. may be used within the text, but do not use italics. Commas follow e.g., and i.e., with no spaces in the abbreviation. A comma is used after et al. only if the year follows, e.g., Smith et al., 2003, but not in Smith et al. (2003). To cite personal communications, unpublished data, or personal observations, spell out and include author first initial, last name, and year (B. Brown, personal communication, 2004).

Title

The title should be centered, capitalized, and be as brief as possible and yet contain essential information of topic, age, and location.

Authors

Author's names occupy a line below the title. List only one affiliation per author, with an address including a postal code and an e-mail address. All affiliations are listed separately below the line with author's names.

The Abstract

Research articles must have an abstract. The abstract should be about 250 words or less and state the purpose and significant conclusions of the investigation. It should be suitable for separate publication and adequate for indexing. Abstract should be all one paragraph. No citations are permitted in the abstract. The abstract should follow the author's affiliation and precede the introduction to the article

Headings

Usually two levels of headings are sufficient – in rare instances three levels of headings can be used. Primary headings are centered, all capital letters and bold. Secondary Headings are left-justified, sentence caps, and bold with paragraph beginning on the next line. *Tertiary Headings* are Italicized, sentence caps, indented, period, em-dash, and then run into text. Note also that the period following the heading is italicized.

References

There should be a one-to-one correspondence between references cited in text and the References cited section. Complete citations in the references section are to be arranged alphabetically by author and formatted with a hanging indent. Please write all journal titles in full length. For online databases (e.g., the Paleobiology Database, PBDB), include both the URL and also the date on which the data were accessed and downloaded in the citation. Examples of various reference types are provided below:

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| Journal | Brack, P., Rieber, H., Nicora, A. & Mundil, R. 2005. The Global boundary Stratotype Section and Point (GSSP) of the Ladinian Stage (Middle Triassic) at Bagolino (Southern Alps, northern Italy) and its implications for the Triassic time scale. <i>Episodes</i> , 28(4): 233-244.
Brayard, A., Bucher, H., Escarguel, G., Fluteau, F., Bourquin, S. & Galfetti, T. 2006. The Early Triassic ammonoid recovery: Palaeoclimatic significance of diversity gradients. <i>Palaeogeography, Palaeoclimatology, Palaeoecology</i> , 239: 374–395.
Grgasovic, T., Sokac, B., & Halamic, J. 2002. <i>Scinderella scopuliformis</i> nov. gen., nov. sp (Dasycladales, green algae) from the middle Triassic of Croatia. <i>Géobios</i> , 35 (3): 303–312. |
| Book | Cubitt, J.M. & Reyment, R.A. (eds.). 1982. <i>Quantitative Stratigraphic Correlation</i> . J. Wiley & Sons, New York, 301 pp.
Tollmann, A. 1976. <i>Analyse des Klassischen Nordalpinen Mesozoikums</i> . Monographie der Nördlichen Kalkalpen, v. 2. Franz Deuticke, Wien, 580 pp. |
| Volume article or chapter | Cirilli, S. 2010. Upper Triassic – lowermost Jurassic palynology and palynostratigraphy: A review. <i>In</i> , Lucas, S.G. (ed.), <i>The Triassic Time Scale</i> . Geological Society of London, Special Publication, 334: 285–314. .
Flügel, E. & Senowbari-Daryan, B. 2001. Triassic reefs of the Tethys. <i>In</i> , Stanley, G.D. (ed.), |

- The History and Sedimentology of Ancient Reef Systems. Plenum Press, New York, pp. 217–249.
- Orr, W.N. 1986. A Norian (Late Triassic) ichthyosaur from the Martin Bridge Limestone, Wallowa Mountains, Oregon. *In*, Vallier, T.L. & Brooks, H.C. (eds.), *Geology of the Blue Mountains regions of Oregon, Idaho, and Washington*. U.S. Geological Survey Professional Paper, pp. 41–47.
- Map** Carney, J. N., Ambrose, K. & Brandon, A. 2002. *Geology of the Melton Mowbray district - a brief explanation of the geological map*. Sheet Explanation of the British Geological Survey. 1:50 000 Sheet 142 Melton Mowbray (England and Wales). Keyworth, Nottingham: British Geological Survey, ii + 34 pp.
- Brack P. & Nicora A. 1998. Conodonts from the Anisian- Ladinian succession of Bagolino, Brescian Prealps (Brescia, Lombardy, Northern Alps). *Giorn. Geol., ser. 3, 60, Spec. Issue, ECOS VII – Southern Alps Field Trip Guidebook*, 314–325.
- Thesis** Allen, C. D., 1989, *Changes in the ecology of the Jemez Mountains, New Mexico* [Ph.D. dissertation]: Berkeley, University of California, 346 pp.
- Abstract** Muttoni G. & Kent D.V. 2003. Millennial-scale cycles at Latemar. *Geophysical Research Abstracts*, 5: EAE03–A-12183.
- Williford, K.H., Ward, P. & Garrison, G. 2005. Biogeochemistry of the Triassic-Jurassic boundary. *Geological Society of America, Abstracts with Programs*, 37(7): 186.
- Computer Publication** Scholle, P.A. & James, N.P. 1995. *Marine Carbonates I: Models, Seismic Response and Quaternary of Florida and Bahamas*: Tulsa, OK, SEPM Photo CD-1, 652 illustrations with text.
- Website** Scotese, C.R. 2003. PALEOMAP Project: <http://www.scotese.com> (accessed August 2012).
- In Press** Smith, J. A. In press. The Triassic geology of the world. *Journal of Irreproducible Results*.

ILLUSTRATIONS/FIGURES

All graphical elements are designated as Figures (no “plates”) and are ordered sequentially beginning with Figure 1. Each figure must be referred to in the text and will be numbered in the order they appear in text. Each figure must also have an informative figure caption.

Illustrations should be submitted as pixel based graphics files (e.g., TIF or JPG) and **MUST** be submitted at final size and designed to fit on within a full width (**18 cm wide**) or single-column width (**8.5 cm wide**) and no greater than **23 cm tall**. Figures in which more than one part is used should be labeled with capital letters (e.g., A, B, C, etc.) and submitted as one integrated figure, not separately. Use a clear, sans serif typeface (e.g., Helvetica or Arial). All lettering should be between 7 point and 12 point type size and please use lines no finer than 0.5 points. Gray-scale or color photos must be taken (or scanned) and saved at **450 dpi minimum** (600 dpi preferred). Line drawings (both color and black and white) must be created (or scanned) and saved at **600 dpi minimum** (1200 dpi preferred). Manuscripts containing figures that are not correctly sized or at the correct resolution will be returned without review.

Figure captions should be precise, detailed, and explain all symbols/abbreviations used. Captions are to be included in the main text document beginning on a new page following the References section.

FOSSIL SPECIMENS AND SYSTEMATIC PALEONTOLOGY

All fossil specimens illustrated in *Albertiana* are required to possess unique catalog numbers and curated in an appropriate repository. In the main text of the manuscript, tables, and in figure captions, fossil specimens are to be referred to by their catalog number.

Albertiana accepts manuscripts and will publish articles that contain systematic paleontologic descriptions and opinions of fossil taxa if they support and are essential to the article. However, at the present time, the editorial board does not consider Albertiana an appropriate venue to publish manuscripts that name and introduce new taxa or those articles in which taxonomic work is the primary focus of the paper.

MANUSCRIPT SUBMISSION PROCEDURE

Manuscripts must be complete at submission, containing ALL information necessary for publication. Manuscripts found to be incomplete (e.g., missing catalog numbers, misnumbered figures, incomplete references, etc.) will be returned. When properly formatted, please submit all text, figures, tables, and supplementary data files electronically.

Include a cover letter in which the following points are addressed: (1) Title of paper; (2) Author(s)' names; (3) The significance of this paper (in a sentence or two only); (4) Statement of no conflict of interest (i.e., this manuscript is not published elsewhere or in review at another journal); (5) list of potential reviewers and their contact information and/or reviewers to exclude and why; (6) any other details pertinent to your manuscript. Please also consider submitting one or more of your images for consideration as a cover photo for the Albertiana issue.

Please name separate files accordingly beginning with the lead author's last name as in the example below

AuthorCover.pdf
AuthorMSText.doc
AuthorFig1.tif
AuthorFig2.tif
AuthorTable1.doc
AuthorSupData.xls
etc.

Although smaller contributions (those under 5 MB total for all files) can be sent through email directly to the editor, it is preferred that authors send an email to the editor stating their intent to submit with estimates on the size of the manuscript and number of figures. The editor will then enable a dedicated and shared folder/directory using Dropbox to which all files can be uploaded (and which revisions and page proof files can also be exchanged)

Once enabled by the editor, the author will receive an email from the Dropbox service with instructions on sign up for a free account (if they don't already have one) and how to access the shared Dropbox directory into which the manuscript files can be uploaded.