

GEOFIZIKA

INSTRUCTIONS TO AUTHORS

1. The journal publishes papers dealing with geophysics in the broader sense of the word (meteorology, oceanography, seismology...).

2. The papers are classified into following categories:

- original scientific papers and short communications,
- review papers,
- preliminary communications,
- professional papers,
- papers presented at scientific meetings.

3. **Original scientific papers** report on still unpublished original results of scientific investigations. Presentation should allow for investigations to be repeated, and conclusions to be checked. **Short communications** are brief scientific papers.

Review papers give a comprehensive survey of an area of research or of a certain problem, on the basis of already published material.

Preliminary communications contain preliminary findings of extensive investigations, which require rapid publication.

Professional papers present the results of data processing by known methods or they simply communicate information, without original views or new findings.

Papers presented at scientific meetings are accepted if not already published in the respective proceedings.

4. Original scientific papers, short communications and review papers will be submitted to two referees, preliminary communications and professional papers to one. Only papers with favourable report(s) will be accepted for publication.

5. *Geofizika* also publishes contributions that do not require reviewing: opinions and comment, book reviews, social news etc.

6. Contributions written in English (preferred) or in Croatian will be accepted. Authors from non-English speaking countries are requested to have their text thoroughly checked by a competent person. Revision of the language is the responsibility of the author.

7. Submission of a manuscript to *Geofizika* implies that the paper has not been, and will not be published elsewhere. The Editorial Board accepts no responsibility for the statements made in the paper, and it is assumed that the authors have met all legal requirements before submission of the manuscript. No fee is given to the authors.

8. In the covering letter, the authors may suggest the names of three referees. The final decision is made by the Editorial Board.

9. The authors will receive 30 reprints free of charge. Additional copies may be ordered at the time the proofs are returned to the editors.

Form of manuscript

Each manuscript should include the following components:

1. Title page: title, author's name, affiliation, address, e-mail address, phone and fax number.

2. Second page: abstract, not exceeding 250 words. It should be accompanied by a Croatian translation. The translation of the abstract should include the title. (If necessary, the Editorial Board will provide the translation.) The content of the paper has to be understandable from the abstract alone. The abstract should be informative, not descriptive and it should be followed by a keyword list.

3. Text: the text should be divided into sections. For an empirical paper, the sections may be e.g. Introduction – Materials and Methods – Results – Discussion – Conclusions. For a theoretical paper, the sections may be e.g. Introduction – Governing equations – Solutions – Discussion – Conclusion(s). The use of SI-units is obligatory. The numbers identifying the equations should be placed on the far right-hand side of the page (in parentheses).

4. References: these should be arranged alphabetically. Articles should be referenced as follows: author(s), year, title of article, title of journal, volume number, pages. For books, the following sequence is valid: author(s), year, title of book, publisher, place, pages. Quotations should include the name of the author and the year of publication. For details on referencing, please refer to this issue of the journal.

5. Enclosures: tables and figures should be completely intelligible without reference to the text. Figures should be of high quality. Photocopies are not acceptable. The lettering should be large enough so as to be legible after possible reduction. Illustrations and tables should be numbered in Arabic numerals, in the order they are referred to in the text.

Manuscripts conforming to these instructions will have priority in printing.

Manuscript submission

Authors are encouraged to submit the manuscripts to the Editorial Office via e-mail: geofizika-journal@gfz.hr, whenever possible. The text should be in Word for Windows, Word Perfect for Windows or in WordStar format. Illustrations are acceptable in the following formats: Postscript (PS and EPS), CorelDraw (CDR), TIFF, PCX, AI, WMF, PDF, PLT, BMP and PSD.

If the manuscript is submitted by regular mail, it should be printed in double spacing on one side of A-4 paper, with wide margins. The manuscript should be sent in three copies to the Editor at the following address: **Andrija Mohorovičić Geophysical Institute, Faculty of Science, University of Zagreb, Horvatovac bb, 10000 Zagreb, Croatia**. Upon acceptance of the paper for publication, the manuscript should be, whenever possible, delivered on floppy disc or CD-ROM.