

**GUIDELINES FOR AUTHORS OF MANUSCRIPTS**  
**THE GEOLOGICAL SOCIETY OF AMERICA BULLETIN**  
(12 June 2003)

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[Note: Most papers published in the *Bulletin* incur mandatory charges. Read carefully the subsequent section about costs before submitting a manuscript. The science editors encourage authors to be concise; please note that GSA Bulletin does not usually publish papers that are longer than 20 published pages. At the discretion of the science editors, special circumstances may allow longer papers.]

*The Geological Society of America Bulletin* publishes technical manuscripts on all aspects of the earth sciences. Multidisciplinary research is particularly sought after. Papers that discuss principles are

generally preferred to detailed areal studies, which may be more appropriate to state, provincial, or university publications. Do not submit work that has been submitted, accepted, or published elsewhere.

All submissions are examined critically by referees before the submissions are accepted for publication. The usual review period ranges from a few weeks for very short papers to several months for long papers or for papers that require revision.

## TYPES OF PAPERS

### Articles

#### **Purpose**

The *Bulletin* welcomes manuscripts from any research field of the geological sciences, especially manuscripts that will have an impact on more than one discipline in the field. Papers should make fundamental contributions to solving current problems in the geological sciences, should be innovative, or should be of interest to a broad audience. Manuscripts should report the results of thoroughly documented research and should exemplify the use of the scientific method in making interpretations and reaching conclusions.

#### **Length**

There is no rigid page limit; however, the *Bulletin* discourages overly long submissions. Manuscripts with a length less than about 28 double-spaced pages (12 point type) (except for figures and tables) move through the review process more rapidly than those that are considerably longer. You are expected to provide concise text and illustrations that use page space efficiently.

Note that long papers incur mandatory charges when published.

#### **Costs**

**Voluntary Page Contributions and Mandatory Page Charges.** GSA requests a voluntary contribution of \$125 per page for the first 10 published pages. GSA has a mandatory page charge of \$125 per page for all published pages in excess of 10. The mandatory charge cannot be waived. Avoid redundant figures and tables. Place nonessential parts of the manuscript in the GSA Data Repository. Failure to pay the voluntary contributions will limit the number of reprints you receive. Failure to pay the mandatory charges will prevent your receipt of reprints.

**Color.** You may use as much color as you want in your article. Color charges are a minimum of \$800 per published page. If you expect to have several color figures, you may want to save money by numbering these figures so they can be placed together.

**Loose Inserts.** If you have maps, cross sections, seismic lines, or other figures that are too large for a journal page, you may want to place these images and their captions on a loose insert. For more information, please see our GSA website: <http://www.geosociety.org/pubs/bulguid.htm#insert>.

### Discussions and Replies

#### **Purpose**

Occasionally, a paper published in the *Bulletin* will elicit responses from the readership. *Bulletin* does not publish letters; however, we do publish special short articles called Discussions. Each Discussion should focus on the broad assertions in the original article or their implications and must not be too specific or personal. Personal attacks may cause a Discussion to be rejected without review.

Discussions must be submitted within six months of the publication of the original article. The

*Bulletin* Science Editor will send a copy of the Discussion to the original authors for a Reply, which must be submitted within six weeks.

Discussions and Replies may or may not be subjected to full peer review.

### **Length**

Discussions and Replies are limited to four published pages each, including illustrations.

### **Costs**

GSA requests a voluntary contribution of \$125 per page for Discussions and Replies. Failure to pay the voluntary contributions will limit the number of reprints you receive.

## **PREPARATION OF PAPERS**

### **Text**

Manuscripts must correctly use approved geological and other scientific terminology and have no grammar or spelling errors; GSA ensures that this goal is achieved by copyediting every manuscript. You must also check your manuscript for accuracy and consistency in use of capitalization, abbreviations, and dates. You must also cross check your manuscript's citations with your manuscript's reference list. Use GSA style for the references in the reference list (examples follow later in these Guidelines).

### **Organization**

Define precisely the contribution at the outset and present it clearly in the fewest words possible (but avoid jargon and telegraphic phrasing that make it meaningful to only those few studying the same specialty) so that the reader may get a maximum of facts and ideas from a minimum of text. State the purpose, give a minimum of background, concisely present the data that led to the conclusions, clearly differentiate fact and inference, and present justifiable conclusions and, perhaps, further implications of the conclusions. Assume that your readers are familiar with the general literature and need not be told basic principles; therefore, give only the background and reference material necessary to support the arguments. Provide only brief descriptions of methods and laboratory techniques (preferably as an Appendix). Do not describe standard methods in detail if references to the methods can be cited.

### **Resources for Writing**

**Spelling.** *Bulletin* uses American English. Our primary guide for spelling is the 10th edition of *Merriam-Webster's Collegiate Dictionary* (1993), which can be accessed on the web (<http://www.m-w.com>). For technical words not contained in this resource, we use the current edition of the *Glossary of Geology*, published by the American Geological Institute (<http://www.agiweb.org>).

**Composition Style.** With only a few exceptions (most notably, in the reference lists), *Bulletin* follows the style outlined in the 14th edition of the *Chicago Manual of Style* (1993), published by the University of Chicago Press (<http://www.press.uchicago.edu>).

**Capitalization.** Our primary guide for capitalization of common words is the 10th edition of *Merriam-Webster's Collegiate Dictionary* (1993), which can be accessed on the web (<http://www.m-w.com>). We also use the 14th edition of the *Chicago Manual of Style* (1993), published by the University of Chicago Press (<http://www.press.uchicago.edu>). For technical words not contained in this resource, we use the guidelines contained in the seventh edition of *Suggestions to Authors of the Reports of the United States Geological Survey* (1991), published by the U.S. Government Printing Office.

**Abbreviations.** Abbreviations should be used only when necessary and should be legitimate abbreviations in use in the scientific community. Never coin abbreviations to take the place of names (e.g., using BRP in place of Basin and Range province is not acceptable). If you use abbreviations that are likely to be known only to members of a particular discipline (e.g., abbreviations for mineral names), please add a table of abbreviations and their explanations to your manuscript.

**Units of Measure.** Use the International System of units (SI, or metric) in captions, illustrations, and text. Measurements in non-SI units may be necessary in some circumstances, such as elevation measurements in the text that correlate to topographic maps, or because of the intended readership. In such cases, you should provide SI measurements first, which should be followed by the non-SI equivalents in parentheses.

**Mathematical Expressions.** Our primary guide for the treatment of mathematical expressions and equations is the current edition (1999) of *Mathematics into Type*, published by the American Mathematical Association. All variables (except vectors) should be italicized; only labels (usually as subscripts) that are themselves variables should be italicized, e.g.,  $X_{\min}$  or  $X_a$ , but  $X_i$  or  $C_P$  (underlining here is merely to emphasize where italics are applied). Mathematical functions (such as log or tan) and chemical symbols should not be italicized. If you are using Word Equation Editor for a displayed equation or complex within-text term, define the labels that are not variables as "text" style to eliminate the default italics. Define all mathematical symbols in the text the first time each appears. Equations should be set off from the rest of the text by line spaces above and below. Equations should be numbered sequentially only if they are cited in the text; the numbers should be enclosed in parentheses and set to the right of the equations.

**Citation of Unpublished Material.** Citations of unpublished material can be problematic. Following are the six main categories of such items and the manner in which each should be handled. In preparing references such as these, use GSA style as described subsequently in this document. (1) Citations of theses and dissertations, which are usually unpublished, are always permitted. (2) Without exception, citations of unpublished manuscripts that have not been accepted for publication are not permitted. Substitute a dated personal communication or a citation to a published reference. At the last minute, you may add your preferred citation if the item has been accepted for publication during review and editing of your manuscript. (3) Citations of unpublished personal data (field data, mapping, etc.) that belong to one of the authors should be deleted. Incorporate the data in the paper, or make it available in the GSA Data Repository. (4) Citations of unpublished personal data (field data, mapping, etc.) that belong to someone other than one of the authors should also be deleted. Instead, secure permission from the owner of the data to use the data, or refer to the data in general terms by using only a dated personal communication. (5) Citations of open-file reports and other unpublished works from various government agencies (often called gray literature) are permitted. (6) Citations of company reports and the use and interpretation of proprietary industry data are permitted, even if these items are not available to the reader. If they are available (either in libraries or from the company), this should be noted for the benefit of the reader.

**Other Resources.** Use the current edition of the North American Stratigraphic Code (1983), which is available online (<http://www.agiweb.org/nacsn/code2.html>), for proper usage and capitalization of stratigraphic terminology and concepts. Use GEOLEX, which is available online (<http://ngmdb.usgs.gov/Geolex/>), for checking spelling and capitalization of geologic names in the U.S. Geological Survey database. Use other official resources that define proper approaches to the use of technical terminology.

### **Tools for Writing**

**Handwriting and the Typewriter.** Handwritten and typewritten manuscripts are returned without review.

**Word Processors, Software.** *Bulletin* text is set from files using Microsoft Word for Windows because most of our authors and our printer use this software

### **Parts of the Text**

**Authors' Names and Addresses.** For each author, collect the address of the institution where the work was done, present address (if different), and e-mail address. *Bulletin* prefers to use complete mailing addresses rather than simple institutional affiliations on the title page.

**Abstract.** The abstract should present information and results in capsule form and should be brief and objective, containing within a 250-word maximum the content and conclusions of the paper. The topic sentence should give the overall scope and should be followed by emphasis on new information. Omit references, criticisms, drawings, and diagrams.

**Keywords.** Choose five or six keywords from the list provided at the GeoRef web site (<http://georef.cos.com/cgi-bin/gen-names-or-keys?what=keyword>) at Community of Science. If you cannot gain access to this site, provide a list based on your own experience.

**Body of the Text.** Precisely define the contribution at the outset and present it clearly in the fewest words possible (but avoid jargon and telegraphic phrasing that is meaningful only to those few studying the same specialty), so that the reader may get a maximum of facts and ideas in a minimum of time. State the purpose, give a minimum of background, concisely present the data that led to the conclusions, clearly differentiate fact and inference, and present justifiable conclusions and, perhaps, further implications of the conclusions. Assume that your readers are familiar with the general literature and need not be told basic principles; therefore, give only minimal background and reference material. Provide only brief descriptions of methods and laboratory techniques (preferably as an Appendix). Do not describe standard methods in detail if references to the methods can be cited. Include footnotes and citations of figures and tables in appropriate places. The body should be divided by using no more than four levels of headings (not including the title of the paper). These headings have rigid typographical definitions, as follows:

|                        |   |
|------------------------|---|
| First-level headings:  | Bold, all caps, flush left on separate line.  |
| Second-level headings: | Bold, initial caps, flush left on separate line.  |
| Third-level headings:  | Bold italics, initial caps, flush left on separate line.  |
| Fourth-level headings: | Bold italics, sentence capitalization, set at the beginning of a paragraph of text with a period. |

No other headings or styles are possible. If your paper will be written by several persons, it is particularly important to check the final version before submission to ensure that the level of each heading is correct.

The first citation of each figure and of each table must be sequential and must use simple numerals (e.g., Fig. 1, Table 1). The words "Figure" and "Figures" should be capitalized; they should be abbreviated (to Fig. and Figs.) when enclosed in parentheses.

**Footnotes.** Avoid most footnotes and parenthetical statements. Textual footnotes that are deemed necessary should be numbered consecutively with superscripts.

Two footnotes are essential: (1) first reference to material that has been placed in the GSA Data Repository, and (2) first reference to figures that are printed on a loose insert. In addition to the placement of the footnote symbol for the Data Repository footnote, we also need a brief phrase describing the material that has been deposited. We will take care of the precise wording of all footnotes. You must let us know where to place them.

**Appendix.** The Appendix is optional and contains brief descriptions of methods, laboratory techniques, and other supplementary information. Title all appendixes (for example, APPENDIX 1. SAMPLE DESCRIPTIONS); number appendixes only if there are two or more. If more than one level of heading is required, use the same style as that used in the body of the text. Place appendixes at the end of the text before the Acknowledgments. Do not place appendixes in the Data Repository. Number tables and figures in the Appendix separately from the text (e.g., Fig. A1, Fig. A2, Table A1, etc.).

**References Cited.** All references mentioned in the text, figures, captions, tables, and appendixes must be listed in the References Cited section. Only references cited in the paper are to be listed. The reference list for your Data Repository material should be separate and complete (do not omit references also cited in the paper itself) and placed in the Data Repository. Do not cite or list papers that are in preparation, in review, or in revision (see previous description of alternatives to "unpublished manuscript" citations). List references alphabetically by author's surname. For references with two authors, list alphabetically by first author's surname and then alphabetically by second author's surname. For references with more than two authors, list alphabetically by first author's surname and then chronologically, earliest year first. Distinguish by addition of letters those references that would otherwise have identical citations (e.g., Smith, 1979a, 1979b). Do not abbreviate journal titles or book publishers in references. For references that do not match any of the examples given here, include all information that would help a reader locate the reference. See the following table for sample references; note the kinds of information required, its order, and the punctuation. See also a current issue of the *Bulletin*.

|  |
|--|
| <b>Abstract</b>  |
| Sammis, C.G., 1993, Relating fault stability to fault zone structure: Geological Society of America Abstracts with Programs, v. 25, no. 6, p. A115-A116. [Note: the issue number is required for this particular publication after 1988.]                                      |
| <b>Book</b>  |
| [last name], [initials], [year], [book title]: [city], [publisher],[no. of pages].<br><i>or</i><br>[last name], [initials], [year], [chapter title], <i>in</i> [last name], [initials],ed., [book title]: [city], [publisher], [pages].  |
| Vail, P.R., Audemard, F., Bowman, S.A., Eisner, P.N., and Perez-Cruz, C., 1991, The stratigraphic signatures of tectonics, eustasy and sedimentology-An overview, <i>in</i> Einsele, G., et al., eds., Cycles and events in stratigraphy: Berlin, Springer-Verlag, p. 617-659. |

[Note: only the first editor's name need be listed.]

**Journal**

[last name], [initials], [year], [article title]: [journal title], [volume],[pages].

Dogliani, C., 1994, Foredeeps versus subduction zones: *Geology*, v. 22, p. 271-274.

**Comment, Discussion, Reply**

Retallack, G.J., 1993, Classification of paleosols: Discussion: *Geological Society of America Bulletin*, v. 105, p. 1635-1636.

**Guidebook**

Blackstone, D.L., Jr., 1990, Rocky Mountain foreland exemplified by the Owl Creek Mountains, Bridger Range and Casper Arch, central Wyoming, *in* Specht, R., ed., Wyoming sedimentation and tectonics: Casper, Wyoming Geological Association, 41st Annual Field Conference, Guidebook, p. 151-166. [Note: Casper is the city of publication; don't list the meeting site.]

**In Press**

Hoffman, H.J., and Masson, M., 2002, Archean stromatolites from Abitibi greenstone belt, Quebec, Canada: *Geological Society of America Bulletin*, v. 114 (in press).

**Map**

Abrams, G.A., 1993, Complete Bouguer gravity anomaly map of the State of Colorado: U.S. Geological Survey Miscellaneous Field Studies Map MF-2236, scale 1:500,000, 1 sheet.

**Open-File Report**

Alpha, T.R., 1993, Landslide effects: U.S. Geological Survey Open-File Report 93-0278-A, 43 p.

**Proceedings from a Symposium or Conference**

*[Include year of conference if it differs from publication year.]*

Baar, C., 1972, Creep measured in deep potash mines vs. theoretical predictions, *in* Proceedings, Canadian Rock Mechanics Symposium, 7th, Edmonton: Ottawa, Canada Department of Energy, Mines and Resources, p. 23-77.

**Thesis**

Wopat, M.A., 1990, Quaternary volcanism and tectonics in the Mexican volcanic belt near Tequila, Jalisco, southwestern Mexico [Ph.D. thesis]: Berkeley, University of California, 277 p.

**Figure Captions.** Label each caption with the figure number. Make captions precise and explain all symbols and abbreviations used in the associated figure, or refer to a previous figure that explains them. Label figure parts with letters (capital or lower-case; be consistent) and use those letters, in parentheses, to separate parts of the caption. Place captions in consecutive order in the same computer file as the text, at the end. Do not place captions with figures. Do not abbreviate the words "Figure" or "Figures" unless they are in parentheses. If an object is used for scale in a field photograph, state the object's size in centimeters or meters. If no object is visible for scale, and the scale is not obvious, state the approximate physical dimensions of the view. All micrographs and fossils must have a scale bar; the caption must state the length of the bar.

**Data Repository (Supplementary Material).** You can place information that supplements and expands on your article in the GSA Data Repository. Data appropriate for the Repository are not needed by every reader but are essential to a few who are involved in studies similar to the topic of the paper. Your Data Repository material should have its own separate list of references that cover all the citations in all Data Repository material.

Papers that have associated materials in the Repository include a footnote to that effect on the title page and a footnote where the repository materials are first cited in the text (the Repository materials must be cited in the text). This material is available on GSA's web site (<http://www.geosociety.org/pubs/drprint.htm>), and is included with the GSA Journals on CD-ROM. Tables and figures in the Data Repository should be numbered separately from the text (e.g., Fig. DR1, Fig. DR2, Table DR1, etc.).

## Tables

Tables should replace text, not duplicate it. They should be numbered consecutively (e.g., Table 1, Table 2, etc.). Tables in the Appendix have a separate numbering scheme (e.g., Table A1, Table A2, etc.), as do tables in the GSA Data Repository (e.g., Table DR1, Table DR2).

### Tools for Composition

**Handwriting and the Typewriter.** Handwritten and typewritten tables are unacceptable.

**Word Processors, Software.** *Bulletin* tables are set from Microsoft Word. We ask that you supply your tables in this format.

**Word Processors, Font.** If possible, tables should be composed in Helvetica from Microsoft.

**Spreadsheet Software.** Some authors use Microsoft Excel or other spreadsheet software to create tables. If you do so, we request that you convert these spreadsheets to Word tables before submitting them.

### Table Structure

Please see our GSA website for table guidelines for all our GSA publications:

<http://www.geosociety.org/pubs/bookguid5.htm>.

**Footnote Symbols.** The footnote symbols are the only item that differ for *Bulletin*. Use the following sequence for footnotes: † (dagger), ‡ (double dagger), § (section), # (pound), ††, †‡, §§, ##, †††, †‡‡, and so on. All symbols should be set as superscripts. Do not use asterisks for footnote because asterisks have other, special uses (e.g., designation of radiogenic isotopes such as Pb\*).

**Preparing Tables for Review.** Prepare tables as you normally would, expect that tables should have double line spacing. Minimize the space between columns and use as many pages as necessary for large tables. For the initial online submission only, Table 1 should be placed at the end of the text, just after the figure captions. Follow with the remaining tables in sequential order.

## Figures

Please see our GSA website for table guidelines: <http://www.geosociety.org/pubs/bulguid.htm>.

## INITIAL SUBMISSION OF MANUSCRIPTS

The manuscript submission and peer-review process is broken into the following six steps: (1) submit a cover letter and the manuscript, (2) the Science Editor assigns an Associate Editor, (3) the AE selects one or two other reviewers, (4) the reviewers review the manuscript, (4) the Science Editor makes the final decision, and (5) the Science Editor's assistant contacts you with the decision. All initial submissions should be made by using the *Bulletin's* online submission system, unless you do not have access to the Internet. Instructions for online and manual submission follow.

### Cover Letter

Address this letter to "Bulletin Editor." The letter should contain the following items: (1) an explanation of how your paper is innovative, provocative, timely, and of interest to a broad audience; (2) a statement that the manuscript has not been submitted, accepted, or published elsewhere; (3) a list of any papers on related topics by any of the authors that have been published within the past year or that are in review or in press; (4) whether you intend to use color or loose inserts-if you do, which figures are involved; (5) your agreement to pay any charges associated with the publication of your paper, including charges for color, loose inserts, gatefold pages, or published pages greater than 10 (see sections on costs near the beginning of these Guidelines); (6) whether the manuscript is a resubmission of a paper that was rejected previously; and (7) if relevant, reasons why the manuscript should not be assigned to specific individuals for review, including those in the position of Science Editor, Associate Editor, or reviewer. If you can recommend reviewers, please do so.

### Online Submission

#### ***Assembly of Required Information Before Submission***

Before submitting a manuscript, please gather the following information for each author: (1) each name as it will appear when published and the order in which all names will appear, (2) postal address, (3) work telephone number, and (4) e-mail address.

#### ***Format for Submitted Files***

**Text.** The cover letter and manuscript file (combined text, references, figure captions, and tables) must be saved as Portable Document Format (.pdf), Word (.doc), WordPerfect (.wp), Text (.txt), or Rich Text Format (.rtf) files. Do not use the Text option if you use Greek letters, special characters, superscripts, or subscripts in your manuscript.

**Figures.** The figures must be saved as TIFF (.tif), JPEG (.jpg), GIF (.gif), Postscript (.ps), Encapsulated Postscript (.eps), or Portable Document Format (.pdf) files. See previous description of software and file-naming details.

**Option for Combining Everything.** If you have Adobe Acrobat, you may choose to convert and combine all of your files (keep the cover letter separate) into one large PDF file (maximum 8 megabytes) before submission. When the system asks for numbers of files, indicate only 1 Author Cover Letter File and 1 Article File.

### ***Submission Process***

During the first part of the submission process, you should keep the computer file of your paper open so you can copy and paste title, abstract, and keywords when you are instructed to do so.

The manuscript submission process is broken into a series of four screens that gather detailed information about your manuscript and allow you to upload the pertinent files. The sequence is as follows: (1) a screen that asks for author, title, abstract, and file quantities (it will ask for corresponding author first, contributing authors later; the corresponding author does not need to be entered again as a contributing author, regardless of the author order); (2) a screen that asks for the actual file locations on your computer (after completing this screen, your files will be uploaded to our server); (3) a completion screen that provides you with a specific manuscript number for your manuscript; (4) an approval screen that asks you to verify that your manuscript was uploaded and converted correctly.

**Problems.** Our system automatically merges your manuscript and figures files to make a single PDF file for the reviewers. If your electronic files are too large, the reviewers will not be able to download the PDF and review it. The files you submit should not total more than about 8 megabytes. We perform a quality-control check on your submission before it is released to the reviewers. If any of your figures are illegible, your manuscript is too long, or the merged file size is too large (>8 megabytes as just explained), your submission will be returned to you so that you can fix these problems. Your manuscript will be considered officially submitted only after it has passed through our initial quality-control check, and these problems (if any) have been fixed.

**Manuscript Status.** After you approve your manuscript, you are finished with the submission process. You can access the status of your manuscript by (1) logging into the system with your password, (2) clicking on the link represented by your manuscript tracking number and abbreviated title, and (3) clicking on the "Check Status" link at the bottom of the displayed page. This procedure will display detailed tracking information about where your manuscript is in the submission/peer-review process.

**Getting Help.** If you need additional help, you can click on the help signs spread throughout the system. A help dialogue will pop up with context-sensitive help.

### **Manual Submission**

Please contact our editorial staff if you have difficulty using the web.

## **REVIEW OF PAPERS**

The Science Editor will assign your paper to an Associate Editor who is familiar with your field of research. The AE will in turn find one or two reviewers to assist with the review. If the AE has difficulty finding qualified reviewers, peer review of your paper could take up to three or four months. When the reviews are completed, the Science Editor will probably contact you to ask for revisions before a decision is made.

Discussions of *Bulletin* articles, along with the author's Reply, generally require no peer review and are published rapidly after review by the Science Editor.

## **REQUIRED REVISIONS**

Nearly all manuscripts are returned to the author with suggestions for revision, condensation, or final polish. You are expected to return the revised manuscript and an accompanying letter summarizing how you responded to the reviewers' suggestions. The revision must be returned to the Science Editor within three months. The manuscript may be accepted outright by the Science Editor, or it may be returned to the Associate Editor for further review.

## **ACCEPTANCE OF PAPERS**

When the review and your revisions are complete, the Science Editor will accept or reject your manuscript. The *Bulletin* Science Editor's decision to accept or reject a manuscript is final.

## **WITHDRAWING MANUSCRIPTS**

Manuscripts can be withdrawn at any time. The online submission permits you to withdraw your manuscript prior to your acceptance of the submission. After that, use the contact information at the end of these Guidelines to contact the appropriate editorial office and have your paper withdrawn.

## **PUBLICATION PROCESS**

Your paper will be published a few months after acceptance. Your accepted manuscript is copyedited and returned to you for review and approval. Final changes to the text must be made at this time. Later, a PDF of the typeset paper in final form will be sent to you for approval of figures and tables.

## **COVER ART**

GSA welcomes submission of photographs for the *Bulletin* cover. Once your manuscript is accepted, we will request your cover art submissions.

If your image is chosen for the cover, you will receive three free copies of that issue of the *Bulletin*.

## **ASSIGNMENT OF COPYRIGHT AND REQUEST FOR COPYRIGHT PERMISSION**

GSA obtains copyright to all articles published in the *Bulletin* except for those written by U.S. government employees where the work was within the scope of their employment. You must sign and return a Transfer of Copyright form before publication. The managing editor will send you the form at the appropriate time. Requests for copyright permissions for *Bulletin* articles (including the right for you to post your published article on your web site) should be addressed to Jeanette Hammann (jhammann@geosociety.org), GSA, P.O. Box 9140, Boulder, CO 80301-9140. A \$10 application fee will be assessed, and a license fee may be assessed.

## **REPRINTS**

If you arrange for payment of some part of your voluntary page contributions, you will receive 100 copies of your article as printed; if you do not, you will receive 25 copies.

## **MEDIA RELEASES**

When your paper has been accepted, you will be asked to prepare a very brief summary of your work, which will be included as part of a GSA press release summarizing the *Bulletin* issue in which your paper appears. If you arrange for other news stories or press releases concerning your paper, the release dates of these should not be earlier than the posting of the online journal issue in which your paper appears.

## CONTACT INFORMATION

You will be contacted soon after a decision has been made about your paper. If you have a question, choose the person listed here who is charged with the part of the process that your question relates to, as access to information is limited outside each person's area of responsibility.

*Jill Rothenberg, Managing Editor*

editing@geosociety.org, (303) 357-1022

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