

Instructions for authors

A) Organization of your Manuscript

The submitted manuscript must be written in English and should be relevant to the LOICZ Themes and Priority Topics (see: www.loicz.org). Authors should select a category designation for their manuscripts (scientific highlights, special feature, priority topic, coastal snapshot, etc.). Scientific submissions should include an abstract as well as the full affiliation and contact details of the corresponding author. Coastal snapshots are free in terms of chapters. All papers should be submitted electronically via e-mail in Microsoft Word attachments.

B) Layout of your Manuscript

Submitted papers should conform to the following guidelines:

- Word.doc, single spaced, in 12-point font, Times New Roman, American-English
- Include authors' names, postal addresses, email addresses.
- Include an abstract of about 200 words (applies to scientific articles).
- Footnotes should be avoided.
- All tables and figures should be numbered, include headings, and presented on a separate page at the end of the manuscript.
- Tables and figures have to be sent as separate files (see C)
- References must follow the convention outlined below (see D).

C) Tables and Figures

Tables and figures used to present data essential to illustrate or prove a point should be clear and self-explanatory. Tables should be numbered consecutively in Arabic numerals and given a suitable caption. All table columns should have an explanatory heading. Tables should not exclusively repeat data available elsewhere in the article, e.g. in an illustration. Very complex or large tables should be submitted as a figure or as a supplement.

All photos, graphs, diagrams and other drawings should be referred to as Figures, which should be numbered consecutively in Arabic numerals and included in separate files. Their position should be indicated in the text. All illustrations must have captions, which should be typed on a separate page. All figures should be created with applications that are capable of preparing high resolution TIFF or EPS files (300 dpi) acceptable for publication. This is because figures are ultimately required as separate TIFF or EPS files at publication quality resolution for print and online publication.

D) References Style

Please follow the citation examples noted below:

Book:

- Pacyna, J. & Newton, A. (2008): *Global Environmental Change in Coastal Zones*. Earthscan, London.

Journal or Magazine Article (with volume numbers)

- Newton, A. & Icely, J.D. (2008): Land-Ocean Interactions in the Coastal Zone (LOICZ): Lessons from Banda Aceh, Atlantis and Canute. *Estuarine, Coastal and Shelf Science* 77 (2): 181-308.

Newspaper, Magazine or Journal Article (without volume numbers)

- Newton, A.; Kremer, H. & Weichselgartner, J. (2005): Land-Ocean Interactions in the Coastal Zone. *Los Angeles Times*. March 15, 2005: A3.

Book Article or Chapter

- Newton, A.; Kremer, H. & Weichselgartner, J. (2008): Land-Ocean Interactions in the Coastal Zone. In: Pacyna, J. & Newton, A. (eds.): *Global Environmental Change in Coastal Zones*. Earthscan, London, pp. 56-73.

Website

- Newton, A. & Icely, J.D. (2008): Land-Ocean Interactions in the Coastal Zone (LOICZ). Available at: <http://www.weblink.org> . Accessed 2 October, 2008.

Journal Article on the Internet

- Newton, A. & Icely, J.D. (2008): Land-Ocean Interactions in the Coastal Zone (LOICZ). Journal name [serial online]. 2008 (47): 237-247. Available at: <http://www.weblink.org> . Accessed 2 October, 2008.

Authors for whom English is not a native language are asked to have their manuscripts reviewed by a colleague who is fluent in English before submitting their manuscripts. The editors reserve the right to edit or otherwise alter all contributions, but authors will receive proofs for approval before publication.

We kindly encourage you to follow our guidelines carefully. Manuscripts which do not conform to our guidelines, will be returned and thus be delayed in processing.

Potential authors should send their manuscript to:

[Ellen-Barbe DOT Goldberg AT loicz DOT org](mailto:Ellen-Barbe.DOT.Goldberg.AT.loicz.DOT.org)