

Manuscript preparation guide for the journal "New Data on Minerals"

1. General statements

- 1.1. The journal "New Data on Minerals" publishes original papers (including short communications in the section "Mineralogical Notes"), compilations, historical materials, discussions, reviews, personal notes and chronicles of current events (exhibits, conferences, jubilees, etc.) related to mineralogy, crystallography, crystal chemistry, museum activities, and mineralogical collections.
- 1.2. All manuscripts submitted to the Editor must be accompanied by Agreement on the copyright transfer for publishing the paper in the journal "New Data on Minerals" (one copy) signed by all authors. The Agreement form can be found on Fersman Mineralogical Museum RAS website www.fmm.ru/public.html.
- 1.3. All papers submitted to the Editor are subject to peer-review. Based on the reviewer's recommendations, the paper can be rejected or returned to the authors for revision. In the latter case, the authors should answer all reviewer's comments in the second submission.
- 1.4. The Editor reserves the right to adjust the style and size of the submitted materials when necessary. The date of submission is considered to be the date when the final version of the manuscript is received by the Editor.
- 1.5. The Editor will send the corrected proof of a manuscript to the authors, and only minor modifications in the proof will be allowed.
- 1.6. If the paper contains data on new mineral species, these must have been approved by the Commission on New Minerals, Nomenclature and Classification of the International Mineralogical Association (CNMNC IMA) prior to submission.
- 1.7. The paper size (including references, figures, and tables) must not exceed 1 printed unit (i.e. 22 pages, 1800 symbols per page).

2. Format requirements

- 2.1. Submitted manuscripts should be printed on the paper size A4 by Times New Roman, 12 pt. The text should be double-spaced and justified with the left margin of 3 cm. Pages should be numbered. Two hard copies and/or an electronic copy (MS Word Windows file) of a manuscript must be submitted. The manuscript should follow the format of the journal "New

Data on Minerals". The title should be typed bold. Do not use all caps. The names of the authors and the title of the paper should be given in both Russian and English, with each author's affiliation given under the name (including organization, city, and e-mail).

- 2.2. Subheadings can be used for paper structuring. Subheadings should be bold in low-case letters and separated from the body text with an extra line. No period is used after subheadings.
- 2.3. References should be provided in the section **References** in the end of the text. Do not use numbers and indent the first line of each reference. The authors' names should be typed in italic. The references should be arranged in the alphabetic order. If several references of the same author are included, they are arranged in the chronological order, with the author's name repeated; publications with the same year are numbered with subscript indexes. The references should include the following information: for books – authors' last names and initials, book title, place of publication (city), publisher, year, and total number of pages (for example: *Godovikov A.A.* Mineralogy. Moscow: Nedra, **1983**. 647 p.); for journal papers – authors' last names and initials, paper title, journal title, year, volume, number or issue, and the first and the last pages (for example: *Chukhrov F.V.* Ephemeral minerals // Nature. **1973**. No. 9. P. 64–69.); for book articles – authors' last names and initials, paper title, book title, place of publication (city), publisher, year, and the first and the last pages (for example: *Lebedev L.M., Cherkashev G.A., Tsepina A.I.* New data on the mineralogy of sulfide ores of the Atlantis II Trench (Red Sea) // Modern hydrothermal mineral formation. Moscow: Nauka. **1988**. P. 110–123.
- 2.4. In the text, references are given in parenthesis, for example: (Fersman, 1953).
- 2.5. The journal uses the terminology and nomenclature adopted by the International Mineralogical Association. Such terms as *Li-tiosudite* should be avoided (should be replaced by *Li-bearing* or *lithium-bearing*, etc.). When applying the mineral names to their synthetic analogs, one should use quote marks or the adjective *synthetic*.

- 2.6. For the mineral formulae calculated from the analytical data, calculation base should be given (for example: $O = 6$ or the number of charges = 22). When referring to the atomic coefficients in mineral formulae in the text, one can use abbreviations such as apfu etc. The formulae may be typed using specialized editors such as Microsoft Equation. The variables in the formulae and in the text given by Latin or Russian letters should be typed in italic, and the greek letters should be typed in regular font. Regular font is also used for the symbols of chemical elements and mineral formulae. Italic font should be used for the letters in the crystallographic point group notations. Bold and underlines are only used for specially defined cases.
- 2.7. In decimals, the integer part is separated from the fraction part with a decimal point (for example: 0.98). For Miller indices, inversion axes in the symmetry class notations, a line above a symbol should be used (rather than a minus sign near the symbol).
- 2.8. All abbreviations must be explained when first mentioned. Shortened words in the text are not allowed (except for commonly accepted terms, such as wt.%. When shortening is needed for tables, explanations should be provided in the Note.

3. Requirements to illustrations and tables

- 3.1. All illustrational materials and tables should be provided on separate pages. Both grayscale and color illustrations can be used. The decision to print illustrations in color is taken by the Editor in each individual case. Usually, the space ratio between the color illustrations and text (with exception of articles in the rubric "Mineralogical Museums and Collections") should not exceed 4 pictures per 16 typed pages.
- 3.2. The electronic versions of illustrations should be submitted as TIF or JPG files with the following parameters: (a) scheme or drawing in color – color scheme: RGB, resolution 300 dpi; (b) scheme or drawing without color – color scheme: grayscale, resolution 300 dpi; (c) black and white line drawing – color scheme: bitmap, resolution 800–1200 dpi. The dimensions of an illustration should not less than those intended for the final publication. The original files in the format of the graphic editor or other software used should be also provided. If the authors decide to add

any elements (e.g. arrows, text, etc.) to the illustrations in the final submission, this should be done using a graphic editor or manually on the hard copy of the picture (using the MS Word editor in this case is not appropriate).

- 3.3. Maps, profiles, and microphotographs must be accompanied by linear scale. The size of objects on the microphotographs should be indicated in the figure caption. All symbols on figures must be explained either in the caption or in the text. The list of figure captions is provided on a separate page. The figure captions and table titles are needed in both Russian and English.
- 3.4. References to figure and tables in the text are given in parenthesis with a space before the number, for example: (Fig. 1) or (Table 3). When letters are used in figure numeration, those should follow the number; for example: (Fig. 2a). When referring to a figure or a table in the text, one should use full spelling (for example: "As shown in the Figure 3, ...").

4. Abstract

- 4.1. All manuscripts must be submitted with an abstract in the beginning of the text. The size of the abstract must not exceed 1 page typed with line spacing 1.5. A note mentioning the number of figures, tables, and references in the paper should be given in the end of the abstract as a separate line aligned on the left margin, for example: 2 tables, 4 figures, 10 references. Keywords (no more than 10) should be listed separated by commas at the end of the abstract as a separate left aligned paragraph, (for example: "Keywords: pertsevite, new find, mineral species, holotype, Gonochan Deposit, Far East, Titov Deposit, Upper Verkhoyan Region, kotoite-bearing rocks").

Editor address:

Fersman Mineralogical Museum RAS,
Leninsky Prospekt, 18, Building 2,
Moscow 119071, Russia
Phone: +7(495)952-0067;
Fax: +7 (495) 952-4850
E-mail: mineral@fmm.ru