

CAINOZOIC RESEARCH

INSTRUCTIONS FOR AUTHORS (Version 2020)

Cainozoic Research is a joint publication of the 'Werkgroep voor Tertiaire en Kwartaire Geologie' (Rotterdam) and the 'Tertiary Research Group' (London) For publication in *Cainozoic Research* only original contributions concerning Cainozoic geology in its broadest sense will be considered. If necessary, papers on the geology and palaeontology of NW Europe (North Sea Basin and adjoining areas) will be given precedence over other manuscripts submitted. In addition, editorials, short contributions (taxonomic notes) and book reviews are accepted. Papers generally are in English.

Each manuscript will be peer-reviewed. Editorial changes to the manuscript will be communicated to the author(s) by the managing editor(s) directly. If a paper is accepted for publication in *Cainozoic Research*, copyright shall be assigned to the journal's editors, by means of an author's agreement form.

Papers in which new taxa of species rank are described, or lecto- or neotypes designated, are accepted only if all the primary type material and at least part of the secondary type material, and preferably any illustrated specimens have been placed in one or more public collections. Descriptions must comply with rules set by the International Commission on Zoological Nomenclature (ICZN) or the International Commission on Botanical Nomenclature (ICBN). Descriptions of new stratigraphic units should comply with the rules set out by the International Commission on Stratigraphy (ICS).

Manuscripts, inclusive of all illustrations and tables, should be submitted in digital form to the managing editor by e-mail, upload through a file sharing facility like WeTransfer.com or CD-rom. Please send at least a plain text file without integrated illustrations or tables, and separate files for illustrations and tables. Indicate the preferred placement of an illustration or table with e.g. '[FIGURE 1]' or '[TABLE 3]' and provide the captions underneath the references. An extra text file with integrated illustrations and tables is useful as it facilitates the work of reviewers. The text should be submitted in .doc or .docx format.

For longer manuscripts: consider what part of the text, photos, tables are not required for the understanding of the paper. This can be published as 'supplementary online materials' on the magazine's website.

Every text-figure, plate, figure on a plate and table should be mentioned in the text. Please try to keep a logical order, which means e.g. that the first text-figure mentioned in the text should be Figure 1, the second Figure 2 *etc.*

Maximum size of illustrations is 16.9 x 23.5 cm (page width), or 8.1 x 23.5 cm (column width). Illustrations need a resolution of at least 300 dpi. For a full page this means dimensions of at least 2000 x 2775 pixels but preferably more. Illustrations should be submitted in one of the following formats: .jpg, .tiff, .ai or .psd. If not otherwise possible illustrations are also accepted as black and white drawings and/or as glossy prints (photographs) of sufficient contrast to avoid blurriness. In view of additional costs of printing in colour, please prepare illustrations such that they can be used both for colour and black and white printing.

Tables should be submitted as spreadsheet file(s), preferably of the format .xls or .xlsx. Keep tables as simple and clear as possible. Text that belongs together should be kept together in one cell and NOT in separate cells above each other. If convenient, use 'wrap text' to put the text on more than one line in the same cell to reduce column width.

Latin names of genera, species, subspecies and formae are italicised in print, as are Latin terms or abbreviations of these (for instance, *locus typicus*, *non*, *sic*, *e.g.*, *c.*, *i.e.*, *viz.*, *et al.*, *etc.*), and titles of

books and journals in the list of references. The authorship (including date of publication) of specific names should be given in the abstract, where first mentioned in the text, in the tables and in the captions of the figures.

References in the text are cited as author and year of publication, to be followed, whenever appropriate, by page, plate and/or figure number, *e.g.* Anderson (1964, p. 214, pl. 16, fig. 132) or Anderson (1964, p. 200). Examples of format of references are:

Albus, L. 1930. Nuove ricerche sui crinoidi miocenici della Collina di Torino. *Bollettino della Società Geologica Italiana* 49: 279-296.

Baumiller, T.K. & Gaździcki, A. 1996. New crinoids from the Eocene La Meseta Formation of Seymour Island. *In: Gaździcki, A. (ed.). Palaeontological results of the Polish Antarctic Expeditions, 2. Palaeontologia Polonica* 55: 101- 116.

Hess, H., Ausich, W.I., Brett, C.E. & Simms, M.J. (eds) 1999. *Fossil crinoids*. Cambridge (Cambridge University Press): xv + 316 pp.

Kjaer, C. 1996. *Crinoider omkring Kridt/Tertiærgrænsen in Danmark*. Aarhus (Geologisk Institut, Universitet Aarhus): 162 pp. (unpublished MSc thesis).

Journal titles should be spelt in full.

For lists of synonyms in systematic papers, it is recommended to use the following format:

*1839 *Glenotremites conoideus* Goldfuss, p. 286, pl. 160, fig. 18.

1961 *Amphorometra conoidea* (Goldfuss, 1839) — Rasmussen, p. 331, pl. 48, figs 2-4 (with additional synonymy).

For further reference and examples, please consult a recent issue of *Cainozoic Research*.

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