

Geoverse Submission Guidelines for Authors

Geoverse is an e-journal of undergraduate research in Geography, a collaboration between Oxford Brookes University, University of Reading, University of Gloucestershire and Queen Mary, University of London. Our aim at Geoverse is to provide student support, whilst motivating and rewarding students for producing innovative and best undergraduate research practice, and then disseminating their work, through publication.

Geoverse welcomes articles based on Undergraduate Research, submitted from single or multiple authors, as well as guest papers from all other institutions. All papers of publication standard will be published electronically at <http://geoverse/samples.html>

Students wishing to discuss a possible submission to Geoverse are welcome to contact Helen Walkington (hwalkington@brookes.ac.uk) for further advice.

Manuscripts

Geoverse will accept original papers of any length, and these should be sent by e-mail to hwalkington@brookes.ac.uk. Manuscripts should be written within MS Word or another compatible word-processor, and ideally saved as a word document (.doc), or rich text file (.rtf), and be structured as set out below:

Title and Author details

The title of the paper, author name(s), academic affiliation(s) (when the original research was conducted), project supervisor (if appropriate) and a contact e-mail address (if appropriate) should appear at the top of the manuscript.

Abstract and keywords

An abstract is required, and should provide an interesting overview of the concept of the paper, in not more than 250 words.

Authors should also provide at least four keywords on a separate line for the purpose of indexing the article. Keywords will be used to aid in searches, and could include, the topic, location of study area, the methods used, and any other terms that would prove useful.

The article should be structured, to include these headings; Introduction, Methods, Results, Discussion, Conclusion

Author profile

Authors should submit a brief author biography to set the research paper into a suitable context.

Headings

Only the first letter and proper names are capitalized. A maximum of three levels may be used:

This is a first-level heading

This is a second-level heading

This is a third level heading

Illustrations

Images should be of high quality digital (tiff or jpg files), resized for web suitability, and submitted separately wherever possible. All scale lines should be labelled km, m or mm as

appropriate. Figure numbers, and sources should be noted on each figure. Captions must be typed in a separate section at the end of the main manuscript. Figures are numbered separately consecutively using Arabic numerals for both (Figure 4 etc.).

Maps

If Google maps have been used to create a map as part of your submission, all sources must be acknowledged and the Copyright attributed to Google maps. The examples at <http://www.google.com/permissions/geoguidelines.html>, show what is acceptable for publication, where the Copyright attribution text and Google logo must be visible within the map and cannot be obstructed or modified by any means.

Tables

Tables should be submitted as individual MS Word or Excel files separate from the main manuscript. Tables should be typed using few horizontal rules and no vertical rules. They are numbered consecutively using Arabic numerals (Table 2, etc). Titles should be concise, but as informative as possible.

Measurements

Measurements must all be given in SI metric system. In exceptional historical cases, English equivalents may be allowed. Numerals should be used in the text for all full units of measurement above 10. Words should be used for quantities of objects, persons, etc and or numbers from one to ten.

References

Authors must use the Harvard system, in which authors names (no initials) and dates are given in the main body of the text, with specific pages indicated if required (Walkington 2008: 41).

References are listed alphabetically at the end of the paper under the heading References, and set out as follows:

Papers

McEwen, L.J. 2006: Seasonality and generating conditions of floods on the River Tay: 1200 to present. *Area* 38 (1), 47-64.

Theses

Gurney S. D. 1994: Investigations of the geomorphology and sedimentology of permafrost related pingos and palsas; ancient and modern Unpublished PhD Thesis, University of Reading, 370pp

Books

Pepper, D. 1996: Modern Environmentalism - An Introduction, Routledge, London.

Chapter of book

Tickell, A. John, P and Musson, S 2002: The South East Region? In Tomaney, J and Mawson, J (eds.): *England: the state of the regions*, Bristol Policy Press

World Wide Web pages

Walkington H & Jenkins A 2008: Embedding undergraduate research publication in the student learning experience: ten suggested strategies Brookes e-Journal of Learning and Teaching 2 (3) [online]
(http://bejlt.brookes.ac.uk/article/embedding_undergraduate_research_publication_in_the_student_learning_experi/)
Accessed 18/02/09

Other publications

Where there is doubt (e.g. occasional papers), include all bibliographical details. The place of publication and publisher's name should always be given when books are referred to.

Other Requirements

Contributors are expected to seek permission to reproduce copyright material before submission, and any acknowledgements should be clearly identified at the end of the article. Papers should be written in non-sexist, non-racist language.

Please note: These guidelines have been published by Oxford Brookes University.