

# Bulletin BGS - Instructions to authors

## 1. General, Language

The BGS Bulletin aims to publish shorter articles mostly by BGS members. Besides the proceedings of the annual conference, other contributions may also be submitted in German, French, Italian and English.

Manuscripts should be submitted as hard copies **and** in electronic form (rtf-format or MS Word, Office 2007 or an older version):

- on PC-formatted discs or CDs
or - per e-mail as an attachment.

## 2. Manuscript length

6 pages maximum. In special circumstances 8 pages, but only if the editor agrees. For technical reasons, an even number of pages is preferred.

## 3. Spacing, font, line spacing

**Format:** A4, 2 columns 1 cm apart.

**Margins:** top: 2.3 cm;  
bottom: 2.2 cm;  
left and right: 2.2 cm.

Full use should be made of the space within this frame.

The first page of the manuscript should be formatted as in the example on the BGS Internet site

([http://www.soil.ch/doku/red\\_autrichtl\\_muster.doc](http://www.soil.ch/doku/red_autrichtl_muster.doc)).

**Font:** Arial or Helvetica.

**Font size:** 10 pt; generally figures should not include print smaller than 8 pt.

**Line spacing:** Single (1).

## 4. Tables

Smaller tables should be in panel format, larger ones in landscape format.

**Font size:** As in the text (see 3.).

**Titles** to tables should be **above** the tables. If the manuscript contains several tables, these should be numbered consecutively.

## 5. Figures

Figures should be placed in the text where they are to appear in the manuscript.

**Titles** to figures should be **below** the figures. If the manuscript contains several figures, these should be numbered consecutively.

**Grid patterns:** Graphics should contain, where possible, **coarse and contrastive** grid patterns. If the pattern is too fine, it may appear in print as either just black or just white.

**Photos:** Only in exceptional cases and only if the editor agrees.

## 6. Summary

Each manuscript should contain a short summary in the language of the text and in English. If the manuscript is in English, a summary in either French or German would be welcomed.

The summary should be followed by **4 to 6 key words** in English.

**No colored originals, please!**

## 7. References

**In the text**

Examples:

In the meantime MÜLLER and MEIER (1999) have shown that ...

According to the German classification system (MÜCKENHAUSEN et al. 1974), this soil is considered a type of brown soil.

The **list of references** should be alphabetical.

Examples:

a) Journal articles:

SOLDATINI, G.F., R. RIFFALDI, and R. LEVIMENZI, 1976: Pb Adsorption by soils. *Water, Air and Soil Pollution* 6, 111-118.

b) Books:

GISI, U., R. SCHENKER, R. SCHULIN, F.X. STADELMANN und H. STICHER (1997): *Bodenökologie*, 2. ed., Thieme-Verlag, Stuttgart, 350 p.

c) Articles in books:

BACCINI, P., B. VON STEIGER und G. PIEPKE (1988): Bodenbelastung durch Stoffflüsse aus der Anthroposphäre. In: BRASSEL, K.E. und ROTACH, M.C. (ed.): *Die Nutzung des Bodens in der Schweiz*. Verlag der Fachvereine Zürich, pp. 55 - 74.

## 8. Deadlines

The Bulletin appears once a year.

Deadline for submitting articles: end of May

Reviewing: by mid July

Correction of proofs: by end of August

Printing and distribution: end of October