# Guide for Authors

Kriosfera Zemli (Earth’s Cryosphere) is a top-line peer-review periodical scientific journal on the list of the Russian State Commission for Academic Degrees and Titles. It is indexed in the Scopus, RSCI Web of Science (Russian science citation index), and GeoRef abstract databases.

The journal publishes results of original researches concerned with various cryosphere issues with focus on permafrost investigations: new data on permafrost structure, characteristics, formation and evolution, methods and results of permafrost modeling, methods for studying permafrost on the Earth and other planets, with reference to interdisciplinary studies.

The publications include regular papers, as well as comprehensive subject reviews, discussions, critical and commentary articles, science news, and advertisement. The journal neither pays royalty nor charges publication fees.

## General Points

1. The article should report an original research made with reference to the existing up-to-date literature on the subject. Submission of an article implies that no part of work described have been published previously and is not under consideration for publication elsewhere. No self-citation is allowed unless it is necessary for the current consideration. All papers are tested for plagiarism and self-plagiarism, using the Russian automatic Antiplagiat system ([https://www.antiplagiat.ru](https://www.antiplagiat.ru/)). In case of plagiarism, the journal editors act according to guidelines of the Committee on Publication Ethics (COPE).

2. The title page information should include the title of the article, authors’ names with full affiliation, addresses, and an abstract with key words.

•  Give a concise and informative title.

•  Indicate the family names and initials of all authors.

•  Present the affiliations below all names. If the authors belong to different affiliations, mark the authors’ names with one or several asterisks and mark their affiliation names with the respective number of asterisks.

•  Provide the full postal address of each affiliation, including the country name and the e-mail address of the first (corresponding) author; the e-mail addresses of other co-authors are optional.

•  State briefly the purpose of the research, methods, the principal results and major conclusions in the abstract, maximum 1500 characters are recommended.

•  Provide 5 to 10 keywords immediately after the abstract (italicized).

The title page information should be presented in Russian and followed by the title, the abstract, and the keywords in English.

Please, visit our website [http://www.sibran.ru](http://www.izdatgeo.ru/) for a template of the title page.

3. Ensure that the title is relevant to the subject.

4. The paper structure should include Introduction, Main body with sections and subsections, and Conclusions containing the summary of the research results.

5. Use the SI system for all values and measurement units.

6. Define all abbreviations at their first mention and make them consistent throughout the text. Avoid unjustified new (non standard) abbreviations. Do not use abbreviations in title and abstract; try to avoid abbreviations in figure captions.

7. In regular articles, the text is generally limited to 30 000 characters (equivalent to seventeen 1.5 spaced single-column pages of 1800 characters, in 14 pt), plus tables, figures and captions. Review articles recommended by the chief editor or the editorial board, as well as articles specially commissioned by the editors, may exceed this length.

8. Use left alignment and margins of 3 cm (top, bottom, and left) and 1.5 cm (right). Avoid hyphenation for word division. Use dot for decimals.

9. Use italic and **bold**characters to stress your ideas if necessary. Use italics for Latin taxonomy.

10. Submit the manuscript in the Russian language in electronic version as a pack consisting of the following files:

**file 1: manuscript text** in Microsoft Word format which should include: title page, abstract, and key words in the Russian and English languages, main text, and list of references in the Russian and English languages (use the format shown under “References” below);

**file 2: full-length manuscript in Microsoft Word format** consisting of the main text which is entirely congruent with file 1, with figures and tables included in appropriate places–for peer-reviewing;

**file 3: figure captions;**

**file 4: tables (see below for details);**

**file 5: figures (one or several image files) (see below for details);**

**file 6: author’s data (see below for details);**

**file 7: license agreement (see below for details).**

11. The manuscript may be returned to the author(s) for revision, but this does not necessarily mean that it has been accepted for publication. To be accepted, the revised version has to be approved by the editors.

• Please, resubmit the revised version of the manuscript together with the original version and the answers to all reviewers’ remarks.

12. The text should be finally checked, dated, and signed by the author(s) before submission.

### Equations and Formulas

1. Indent equations and mathematical expressions and designate them by numbers on the right end of the line. Number only the equations that are referred to in the text.

2. Use simple subscripts and superscripts, with the least possible number of characters, avoiding cumbersome combinations. Type subscripts and superscripts in a smaller font size and place them precisely above and below the respective symbols on the line, or choose the ‘subscript’ (‘superscript’) option in the font group menu.

3. Use italics for the Latin taxonomy of flora and fauna, but do not italicize chemical elements and mathematical symbols like ‘sin’, ‘sh’, ‘Im’, ‘Re’, ‘ind’, ‘lim’, ‘inf’, ‘log’, ‘mах’, ‘ехр’, etc.

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1. List references cited in the text after the main text.

• Only published works should be included in the reference list.

• Please ensure that every reference cited in the text is also present in the reference list (and vice versa).

• Links are placed in alphabetical order. Links in Russian are placed first, following by the links in other languages.

2. Write citations in the text in square brackets as the author names and the year of publication, arranged chronologically. Give one name for a single author, both names for two authors, and the first author’s name followed by ‘et al.’ for three or more authors. For example: [Olenchenko, 2009; Pogorelov, Boiko, 2010; Vasiliev et al., 2011].

3. Avoid citation of dissertations (author’s abstracts) but cite papers or books with the respective results instead.

4. Do not number references in the reference list; arrange the list first alphabetically and then sort further chronologically if necessary. Identify more than one reference from the same author(s) in the same year by the letters ‘a’, ‘b’, ‘c’, etc., placed after the year of publication, and cite throughout the text correspondingly, for example [Zhang et al., 2010a,b].

5. Type authors’ names in bold.

6. Arrange the reference information as follows.

Journal article: author(s) name(s) and initials, article title, full journal title, year of publication, volume, number, pagination.

Book: first author’s name and initials, book title, names and initials of the other authors, city, publisher, year of publication, pagination.

Edited book: book title (first word in bold), editor’s name, city, publisher, year of publication, pagination.

Book chapter: author(s) name(s), chapter title, book title, city, country (for proceeding volumes only), publisher, year of publication, pagination.

Give all names if the number of authors is four or less; if there are more than four authors, three first names may be given, followed by ‘et al.’

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##### Examples:

• Reference to a journal publication:

**Brown R. J.E.** Permafrost map of Canada // Canadian Geographical Journal, 1968, vol. LХХ, No. 12, р. 56–63.

• Reference to a book:

**Singh V.P.** Encyclopedia of snow, ice, and glaciers / V.P. Singh, U.K. Haritashya, Berlin, Springer-Verlag, 1996, 1261 p.

• Reference to an edited book:

Permafrost soils / Edited by R. Margasin. Berlin, Springer-Verlag, 2008, 360 p.

• Reference to a contribution in a proceeding volume:

**Grechishchev S.E., Shankov V.V.** Development of a physical-chemical model for cryogenic heaving and enlargement of segregated ice in freezing sandy-clayey soil // Proc. of the Sixth Intern. Conf. on Permafrost (Beijing, July 5–9, 1993), Beijing, China, 1993, p. 198–203.

Web reference:

URL: <http://www.rfbr.ru/pic/22394ref/file.pdf> (last vizited: 19.09.2007), or simply

URL: <http://www.nir.ru/iawcenter/izd/index.html>, if the web publication is described in the text.

7. The Russian list of references should be followed by its English version, arranged in the same way.

### Tables

1. Tables should be placed on separate pages, or on several pages for large tables (marked as Continuation of Table …; End of Table …). Submit tables in separate file, not inserted into the text.

2. Place notes to tables below the table body. Indicate the analytical method(s), the laboratory, and the analyst(s) names in the notes to tables of chemical, mineralogical, and other analyses.

3. Please, indicate the place of Table 1 on the left margin of the manuscript.

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5. Beginning in 2020 (No. 5), authors will be charged by GEO Publishing House to cover the cost of printing color illustrations in accordance with the price list, prior to publication.

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8. Please, indicate the place of the first mention of each figure on the left margin of the manuscript.

### Special points

•  Please attach, as a separate file, full information about the author(s): family name, given name(s), scientific degree, title, position(s), affiliations (laboratory, faculty, department, institution name), postal address, phone number(s), E-mail.

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•  Please, note that the submitted manuscripts that do not comply with the above layout guidelines will be returned to the authors for layout correction.

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