

# Statement, Article Types, and Special Issue Guidelines

## Statement of Editorial and Publication Policies

1. Manuscripts submitted to this journal should not have been published, or simultaneously submitted elsewhere.
2. Submitted articles should largely contain previously unreported material. The overlap of contents between related papers should be minimal and normally confined to the introductory/review sections.
3. Authors should provide information and preprints on any paper closely related to the submitted paper, which is not yet in the public domain (in review, in press). If deemed necessary to the review process, such paper will be shared with the reviewers.
4. Authors should consult the Journal's "Authors Instructions" for detailed stylistic guidelines, during preparation of their manuscripts. Editors may return manuscripts that are inconsistent with these guidelines.
5. When the submitted manuscript is multi-authored, one individual must be identified as the corresponding author. It will be assumed that all the authors have been involved in the work, have approved the manuscript, and have agreed to its submission.
6. Manuscripts will be sent to at least two reviewers. Reviewers are requested to treat the manuscript confidentially. They may choose to identify themselves, or remain anonymous.
7. The Editor-in-Chief's judgement is final with regard to suitability for publication.
8. The Publisher carries responsibility for typesetting, page lay-out and figure sizing, for all accepted papers.
9. Authors are responsible for reading and correcting page proofs of their articles. Proof corrections are normally restricted to typesetting and printing errors. Major changes cannot be undertaken at the proof stage.

## Descriptions of article types

The journal welcomes a variety of article types:

### **Research manuscripts**

Regular research manuscripts contain new research findings in their respective fields. These include presentation of new concepts or theories, development of innovative experimental or numerical methods, novel applications of existing methods and models, or presentation of new case studies.

Research manuscripts may comprise a maximum of 20 journal pages, including figures, tables and references. One journal page corresponds to about 450 words. In exceptional cases, authors are advised

to contact the Editor-in-Chief prior to submission of the script. All submitted papers will undergo a rigorous peer-review.

### **Letters to the Editor, Short Communications, Comments and Replies**

Within this section, brief communications to the editors and to the scientific community will be published. The aim is rapid dissemination of important new information and findings. Additionally, any short scientific comment on a previously published research article may be submitted. Prior to publication of such comment, the Editor-in-Chief may seek a reply from the author(s) of the original research article. The aim of this section is to enhance the written scientific debate.

Letters, short communications, comments and replies should be brief and to the point, and should contain no more than 4 journal pages, including tables and figures. At the editor's discretion there may or may not be peer-review of the content.

### **Review Articles**

In this section, contributions will be published that contain no original new data but summarize existing information and synthesize recent findings. These manuscripts contain critical, state-of-the-art reviews with the objectives of critically evaluating existing knowledge and providing background information for future research.

Authors who wish to review a particular topic, should consult the Editor-in-Chief prior to submission of the manuscript. It should be noted that review scripts will undergo a similar peer review procedure as regular research papers. Length is generally not to exceed 35 journal pages.

### **Book Reviews**

Books for reviews are invited and should be sent directly to the Editor-in-Chief. The Journal publishes long discursive reviews of selected books and short epigrammatic characterisation of others. Book reviews are personal expressions of the reviewers' opinions and do not necessarily reflect the publisher's position, which is always neutral.

### **Special Issues**

It is the policy of the Journal to enable, and even to encourage and initiate, the publication of special issues from time to time. The following are the guidelines for the preparation and publication of such issues.

### **Preparation of a Proposal**

The Guest Editor(s) for a special issue (SI) is(are) chosen by the Editor-in-Chief. The Guest Editor(s) should submit to the Editor-in-Chief and the publisher for their approval a proposal that contains the following information: title of the SI, a brief outline summarizing the objectives of the special issue, tentative time schedule, and a list of tentative contributions.

In case there are several Guest Editors (GEs), one GE will act as corresponding GE.

### **Tasks of Guest Editor**

Once the proposal for a SI is approved, the GE will select authors and invite them to submit journal quality papers (in terms of scientific content, English and presentation) to the SI. The GE will then provide the Editor and the Springer JEO-Assistant with an updated Table of Contents. The GE will also select reviewers for the submitted papers, and keep in touch with the Editor and the Springer JEO-Assistant on all other matters concerning the special issue and the status of the preparations. The GE should prepare a strict time schedule and inform the authors and reviewers of it. It is the GE's responsibility to ensure a thorough and speedy review procedure in close collaboration with the Springer JEO-Assistant. The GE will submit a Preface to the SI.

### **Peer Reviewing Procedure**

All articles appearing in the SI should conform to the standard editorial and publication policies as outlined for the journal. Although appearing as part of a SI, all articles should conform to the same quality standard as any journal paper. This implies that each manuscript will be original, not be published elsewhere in a journal and will be peer reviewed by at least two international specialists in the field. In case a major revision is recommended by any of the referees, the revised script should be reviewed again by at least one referee.

Selected papers from Conferences can be invited for a special issue, but the SI should not be regarded as Conference Proceedings.

### **Final Acceptance by the Editor**

In consultation with the Guest Editor, the Editor will make the decision concerning acceptance and will send a letter of final acceptance to the authors.

### **Documentation**

Guest editors can find more information about the SNAPP platform, on <https://www.springernature.com/gp/snapp>

### **Time Schedule**

Guest Editors should prepare a strict time schedule and also inform the authors and reviewers of this. It is the GE responsibility to ensure a thorough and speedy review procedure.

Guest Editors will keep in touch with the Editor and publisher regarding the status of the special issue on a regular (every 3-4 months) basis.

### **Size**

Each issue will usually contain about 12-15 articles, but larger SIs are also possible.

### **Author Instructions**

Instructions, also regarding electronic submission of manuscripts can be found at

<http://www.springer.com/earth+sciences+and+geography/journal/10652>

### **Color Images**

Please note that black and white and color figures/images are reproduced free of charge in print and electronic form for any script accepted after January 2008.

### **Checklist**

When the peer review of a special issue is close to finalization, the following details should be communicated to the production manager at Springer:

1. Sequence of papers
2. Names and sequence of guest editors
3. Final title of the special issue
4. Preface or Guest editorial

## **Procedure of Publication**

The Guest Editor will receive a full set of proofs (in case of multiple GEs the publisher will supply multiple sets of proofs) for their information. The corresponding authors will receive author's proofs for corrections.

It is the intention of Springer, subject to the recommendations of the Guest Editor(s) and the Editor, to consider the possibility of also distributing the special issue as a separate (hardcover) book. Every first author of a paper contributing to a special issue will receive a free PDF of the paper. The Guest Editor(s) will receive two copies of the special issue. There are no page charges.

For any questions regarding special issues please contact:

### **The Editor-in-Chief:**

Prof. Joe (Harindra Joseph) Fernando

Wayne and Diana Murdy Professor

Department of Civil and Environmental Engineering and Earth Sciences, and

Department of Aerospace and Mechanical Engineering

University of Notre Dame, Notre Dame, IN 46556, USA

Phone: +1 574-631-9346

Fax: +1 574-631-9236

Email: [fernando.10@nd.edu](mailto:fernando.10@nd.edu)

<http://www3.nd.edu/~dynamics/>

<http://ceees.nd.edu/profiles/hfernando>

### **The Publisher**

Melinda Paul

Executive Publisher

Earth and Environmental Sciences Journals

Springer Nature

e-mail: [melinda.paul@springer.com](mailto:melinda.paul@springer.com)

T +1 212 726-9293

M +1 781 244-7914