



## GUIDE FOR AUTHORS

By submitting a manuscript, the author warrants that the article – together with associated illustrated materials i.e. figures, tables, etc. – is original, written by the stated author/s, has not been published before, contains no unlawful statements, does not infringe the rights of others, and that any necessary written permissions to quote from other sources have been obtained by the author/s.

### Peer review process

1. Article submitted to the Editor for first internal review for compliance with the profile of the journal and the formal requirements for proposed manuscripts.
2. All manuscripts are subjected to evaluation by two independent reviewers according to the “double-blind review process”.
3. Editors select reviewers from outside the institution in which the author is employed, among persons competent in an appropriate field of knowledge, who hold at least a doctorate degree.
4. Review is in writing and ends with a clear conclusion as to the article’s publication being accepted or rejected.
5. The author receives the reviews with the request to respond to the comments of reviewers and editors and to amend and make good any suggested shortcoming. Non-compliance with a reviewer’s comments would require a written justification.
6. Final decisions on acceptance, rejection or need for further revision are made by the Editor.
7. The editors reserve the right to shorten and make stylistic correction to the text.
8. List of reviewers is published once a year on the journal’s web page.

### Proofs

Authors are asked to correct the manuscript and/or improve the quality of figures. The time available for author to correct the manuscript is usually two weeks. If the deadline is not met the editor reserves the right to publish the article with editorial correction only.

### General recommendations - style and format

The text should be in good academic English and should be prepared in Microsoft Word © 2003 editor (or later version – extensions doc or docx). The text should be one and a half-spaced on A4 page size with 2.0 cm margins and 11-point font size (Cambria). The size of the article shall **not exceed 40,000** characters with spaces; the limit size refers to the entire manuscript, including title, abstract, main text, references, captions for tables and illustrations. The text file should be arranged in the following order:

1. Title page
2. Abstract and key words
3. Main text (including acknowledgements)
4. References
5. Figures
6. Tables
7. Captions for tables and figures

In no part of the paper, with the exception of the title page, shall personal information identifying the author/authors be disclosed.

**1. Title page** should include: title of manuscript, full name(s), affiliation(s) and address (es) of author(s) and e-mail address of corresponding author.

**2. Abstract and key words.** Abstract (200–250 words) should reflect the content of the article: the purpose of research (problem), methods, results and conclusions. Key words – 3-5 words.

**3. Main text.** The text should be concise and grammatically and stylistically correct. The following layout content is recommended: introduction, study area, materials and methods, results, discussion and conclusions. Chapters should be numbered. Latin names and literature citations should be written in italics. Please do not insert hyphenation.

**4. References** in the text should be as follows : "... as shown by Petrov et al. (1995), Hobbs & Harris (2001) and Milgrom (2008); or, alternatively, "... as was already found some years ago (Petrov et al., 1995; Hobbs & Harris, 2001; Milgrom, 2008)...". In the reference list, arrange entries (1) in alphabetical order according to surname of first author; (2) in date order (oldest first) for multiple entries by the same author(s). The journal titles should be written in full, and journal and book titles should be written in italics.

EXAMPLES:

Goudie A.S. 1995. *The Changing Earth: Rates of Geomorphological Processes*. Blackwell, Oxford.

Hobbs R.J., Harris J.A. 2001. Restoration ecology: repairing the Earth's damaged ecosystems in the new millenium. *Restoration Ecology*, 9: 239–246.

Milgrom T. 2008. Environmental aspects of rehabilitating abandoned quarries: Israel a case study. *Landscape and Urban Planning*, 87: 172–179.

Petrov M.Yu., Vasiliauskene V.A., Shleinin R.I. 1995. The development of basic soil-forming processes in the agricultural reclamation of gravel quarries. *Eurasian Soil Science*, 27, 4: 71–77.

Ralo V. 2002. The location of rare plant species on Voronyaki (North-Western Podolia region). *Scientific Bases of Biodiversity Conservation*, 4: 95–102. [in Ukrainian].

Singh R.B., Kumar D. 2014. Water Scarcity. [in:] S. Eslamian (ed.), *Handbook of Engineering Hydrology: Environment Hydrology*. Taylor & Francis Group, Boca Raton, Florida: 519–543.

**5. Illustrations** (figures and photographs). Figures must be of high quality, with lettering and lines easy to read, taking into account that the preferred size of figures in the journal is: width 170 mm and height maximally 250 mm, or, respectively 80 mm and 250 mm. Both drawings and photographs are considered as figures and should be numbered as such (Fig.). All figures and photographs should be cited in the text in the correct order. Each figure should be submitted as an individual file. Photographs should be closely related to the content of the article, high quality, saved in TIFF or JPEG without compression.

**6. Tables.** The tables should not use any bold, underlining, shading, lines, etc. Cambria font size 9. All tables should be cited in the text in the correct order. Each table should be submitted as an individual file.

**7. Captions for tables and illustrations.** Scheme of signatures: Table 1. Title, source of data; Fig. 1. Title, source of study, and explanations to legend, Fig. 2. (photograph) Title, author, date optional. The total number of tables and illustrations (figures and photographs) in the manuscript should **not exceed 10**.

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