STYLE GUIDELINES FOR AUTHORS OF GEOPROGRESS JOURNAL

Author, Author 2[*]

Abstract

Please read the following. We hope this guide will help you to format your article in accordance with the Geoprogress Journal (GPJ) style. Ideally you will write your document in this style template from the start or you can copy it inside. To help you consifer: the style is "Times New Roman" 12 for all the. Using this format option for your text ensures it is formatted correctly. You can find out the right format option for title, author, affiliation, and the text "Abstract" and "paragraphs" by clicking on each one and looking at the style bar. One helpful hint to save time is you can copy text from your original document into this one using "edit-paste-special", preserving the formatting here. The final formatted document will be sent to you for checking, so there is an opportunity to make final changes. By the way, this abstract should never exceed more than 100 word.

Key Words:

1. Introduction

The first heading at the beginning of your document is Introduction: the Title should be in Bold, Times New Roman, character 12. Please make sure that the text will be in Times New Roman 12. You do not add any new styles.

A short quote like, "Geoprogress Journal (2019)" may be in the text, while longer quotes can be separated as follows[1]:

This is the style that is best to use when quoting more than a few words from other sources, such as other academics or legal judgements.

There may be no indent if the same paragraph is continued after a quotation, but usually a quotation will be followed by a new paragraph, in which case it will have an indent.[2] Please make sure there is only one space between sentences. Note all these formatting options can be obtained by selecting the right Geoprogress option (Geo) from the style bar at the top of the Word screen (to the left of where it says Times New Roman in the toolboxes above).

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[*] The author's mailing details should be inserted here. An example is: "Author. Department of …, University of …, Adress…. E-mail: author@polito.it. If there are two or more authors, eventually specify the different contribution to the paper.

[1] The same style, obtained by selecting **Footnote text.**

[2] Another footnote.

1.1 *Heading 2*

The tag for **Heading 2 (Geo)** is used for a secondary heading. The first heading at the beginning of your document is in *Italic*, Times New Roman, character 12. Please make sure that the text will be in Times New Roman 12.

1.1.1 Heading 3

The tag for **Heading 3 (Geo)** is used for a further sub-heading. The first heading at the beginning of your document is Times New Roman, character 12. Please make sure that the text will be in Times New Roman 12.

. Bullet list explained

(1)   The journal adopts the following style for bullet lists (use **List Bullet (Geo) List Bullet**).

- Bullet one

- Bullet two

- Bullet three Numbered list explained

This is the style for numbered lists. Note, there is no indent (use **List Number (Geo) list number**)

(2)   Item one

(3)   Item two

(4)   Item three

Equations should also be numbered in exactly this way (but for equations the numbering can appear on either the left hand side or right hand side as long as it is done consistently throughout).

2. Tables explained

"Geoprogress styles" exist for the text and title of your table. Please locate tables close to the first reference to them in the text and number them consecutively. Avoid abbreviations in column headings. Indicate units in the line immediately below the heading. Explanations should be given at the foot of the table, not within the table itself. Type all text in tables in the standard type: 12 on 12 points. Align all headings to the left of their column and start these headings with an initial capital. Type the caption below the table to the same width as the table (Table caption), again start with an initial capital only. This should be formatted with spacing of 6 before and 24 after unless followed by a note or a section heading in which case it is only 12 after (as it is below). In this case the note should be 0 before and 24 after (unless it is also followed

by another note, source, or section heading in which case it should be 0 before and 12 after). See for example Table 1.

Trial bay	Trial current
120	290
140	300

Table 1: Trial bay (this is formatted using Table caption (RNE) table caption).

Note: This is how a note is done for a table using **Table note (Geo) table note**. Source: Made up.

The text following a table follows the same rules as before, it has an indent only if it represents a new paragraph.

3. Figures and photographs explained

Sometimes, you may have a figure or a photograph to insert. In this case, the figure caption goes directly under the figure, and is centred. Number figures consecutively in the order in which reference is made to them in the text, making no distinction between diagrams and photographs. Figures, photographs, etc. can be in black or colour. Leave about two lines of space between the actual text and figure (including caption). Please don't place any text next to a figure. Line drawings (as well as photographic reproductions of these) should be in black (not grey) on white. 8 point should be the minimum size of the lettering. Keep figures as simple as possible and avoid excessive notes and designations.

One tricky thing is to make sure the figures display on a single page and that there is not a big blank space at the bottom of the page as there is here (for illustrating this point!). This requires careful rearrangement of text to keep the figure towards the middle of a page.

Figure 3: **…**

Note: Predicted values determined in the same manner as Figure 1 using a composite function for Spain. The formatting of a figure note is the same as for a table note.

Please note for references below, the particular way commas, dates, periods, colons and italics are used. All articles listed in the references section must be cited in the paper. The citation should be written as Adamo (1994). Sometimes the citation may be equivalently written as (see Adamo and …, 1994). Where a

page number is being referred to, then the citation would become Adamo and … (1994, p.195). Adamo et al. (1996) is yet another example.

4. References

Baumol W., J. Ordover and R. Willig (1996), Attachment to Comments filed by AT&T on May 14, 1996, in CC Docket 1996-98, *In the matter of Implementation of the Local Competition Provisions in the Telecommunications Act of 1996*, May 14.

Grove A.T. (1980), Geomorphic evolution of the Sahara and the Nile, in M.A.J. Williams & H. Faure (eds), *The Sahara and the Nile*, Rotterdam, Balkema.

IPCC (2001), *Summary Report in Climate Change 2001: Synthesis Report*, Cambridge, UK, Cambridge University Press.

Jordanger J. and H Grønli (2000), Deregulation of the Electricity Supply Industry – Norwegian Experience 1991–2000, The Foundation for Scientific and Industrial Research at the Norwegian Institute of Technology (SINTEF), Norway http://www.energy.sintef.no/avd/Kraftnett/Deregulation.htm.

Kaika M. (2003), The Water Framework Directive: a new directive for a changing social, political and economic european framework, in *European Planning Studies*, 11(3), 171-202.