

AUTHOD GUIDELINES (07.11.2016)

1. **MANUSCRIPT REQUIREMENTS.** Two copies of the manuscript in Microsoft Word format (.rtf and .doc) should be submitted to the Editorial Office to Glagolev Mikhail (m_glagolev@mail.ru) or Lapshina Elena (e_lapshina@ugrasu.ru).
 - 1.1. **LENGTH OF THE MANUSCRIPT.** The total volume of the manuscript should not exceed 11 typewritten pages. It may be increased in some cases by a decision of the Editorial board and reviewers, if technically feasible.
 - 1.2. **TEXT FORMATTING.** The paper should be typed in a single-space format, on A4 paper size; all margins should be 2 cm. The font size of the main text should be 11 points. Paragraph indentation is 1 centimeter. Title names in the article (centered and initially capitalized, in 11) are preceded by two blank lines and one blank line following. Subtitles (centered and in boldface type, in 11) are only preceded by a blank line.
2. **FILE STRUCTURE**
 - 2.1. **WRITING AN ORIGINAL ABSTRACT.** The first line is for the Universal decimal classification index (left alignment). The title (centered and initially capitalized) should be written in the second line in boldface type. Leave one blank line to print the full names of all authors in bold italic typeface with central alignment (full names preferred for posting papers at Elibrary). Names of scientific organizations (with notes showing each author's organization) in italic font with left alignment should follow one blank line below. The town or city of the organization separated by a comma should be noticed after its name if it is not mentioned there (e.g. Moscow city shouldn't be noted if the organization name is Moscow State University). Contact information (the author for correspondence) should be written one blank line below. The Abstract is to be in 10 point italic font, it should contain about 10 lines followed by one blank line. In the next line the author should list the keywords after inscription «**Keywords:**» in bold italic typeface (10 point). Leave one blank line. The next line «Citation», written in 10 points in english language as follows: "**Citation:** Popov P.V. 2016. Title of the article // Environmental dynamics and global climate change. V. 7. N. 8 (14). P. 28-35. ». Leave one blank line before the main text. The last line «Citation», written in 10 points in Russian language as follows: "**Citation:** Popov P.V. 2016. Title of the article // Environmental dynamics and global climate change. V. 7. N. 8 (14). P. 28-35. » (the editors will perform the translation of an Russian citation, if necessary)
 - 2.2. **WRITING AN RUSSIAN ABSTRACT.** The article should end with a Russian annotation. The editors will perform the translation of a Russian annotation, if necessary The Russian title (centered and initially capitalized) should be written in boldface type. Leave one blank line to print the full names of all authors in bold italic typeface with central alignment (full names preferred for posting papers at Elibrary). Names of scientific organizations (with notes showing each author's organization) in italic font with left alignment should follow one blank line below. The town or city of the organization separated by a comma should be noticed after its name if it is not mentioned there (e.g. Moscow city shouldn't be noted if the organization name is Moscow State University). Contact information (the author for correspondence) should be written one blank line below. The Russian Summary should be written as an original summary, a size 10 in italics, and summarize the main results. In the next line the author should list the keywords after inscription «**Keywords:**» in bold italic typeface (10 point). Leave one blank line before the main text. Leave one blank line. The last line «Citation», written in 10 points as follows: "**Citation:** Popov P.V. 2016. Title of the article // Environmental dynamics and global climate change. V. 7. N. 8 (14). P. 28-35. »
 - 2.3. **THE BODY OF THE TEXT** should be structured in sections. The experimental scientific article usually has the following sections: INTRODUCTION, METHODS, RESULTS, DISCUSSION, CONCLUSIONS, and REFERENCES. In addition to these sections the section

AKNOWLEDGEMENTS may be placed before the LITERATURE section. If there are some additional data to the article, they could be placed in an APPENDIX section located after the section LITERATURE.

2.4. **CITATION.** References in text should be placed in square brackets. The examples below illustrate basic rules on citing references in text:

[Cao et al., 1998] – a reference to an English article written by 3 or more authors;

[Arah and Stephen, 1998] – a reference to an English article written by 2 authors;

[Grant, 1998] – a reference to an English article written by 1 author.

The reader can be interested in the material cited and need to refer to the original source. Therefore it is desirable to specify pages containing the citations when referring to a sufficiently great publication (e.g. books). The page numbers should be placed after the year of publication and separated by a comma. It is possible to specify several pages when necessary. Examples:

[Cao et al., 1998, p. 3293],

[Кароль, 1996, с. 5-7],

[Wille et al., 2008, p. 5, 8].

It is also possible to place several references in a historical order within the same square brackets, separated by a semicolon:

[Cao et al., 1998, p. 3293; Wille et al., 2008, p. 5, 8].

2.5. **LIST OF REFERENCES.** A reference list should be 9-point type. Cited literature should be given in the alphabetic order. Authors should specify not only the names of journals but also the names of the quoted articles. It is possible to use generally accepted abbreviations for the journals. See detailed information about List of references with examples in an additional file. The reference list guidelines are available from another file: https://www.ugrasu.ru/education/institutions/rec-environmental-dynamics-and-global-climate-change-the-unesco-chair/UNESCO_journal/docs/The%20reference%20list%20guidelines_ENG.pdf

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Duplicating of the results in tables or figures is not permitted. If the author considers it necessary to provide the same information and a picture, and in the form of a table in the main text of the article, he still has to put a table or figure, but in the electronic annex to the article on the website he is free to place whatever he wants.

The paper can also contain color figures (mainly photos and maps). They should be placed on separate pages at the end of the paper (1-2 color pictures on an A4 paper). The journal will contain all color pictures on insets of 8 pages one after another with individual continuous picture numbering. For technical reasons, journal issue can contain only one or two insets. Therefore we ask authors who are inclined to believe that the color pictures are necessary for the paper to discuss this question with the editor responsible for the print version of the journal (prof. Lapshina E.D.).

5. **FORMULAS** should be placed centered or left aligned at the author’s discretion. Numerals in parentheses should be used for formula numbering when necessary. A formula number should be placed on its right side.

6. **ABBREVIATIONS** (except the conventional abbreviations) should be defined in special chapter called «Accepted abbreviations».

7. **ELECTRONIC ATTACHEMENTS.** The authors could provide associated files that will be published as electronic attachment to the paper (for example, Excel tables).

8. **ETHICS**. The authors are solely responsible for the scientific content, the accuracy of the information used in the article, as well as for saving of the commercial state secrets.