

## PUBLICATION RULES FOR SUBMITTED ARTICLES IN “OIL AND GAS GEOLOGY”

**1. The article sent to the editor’s office should be accompanied by cover letter on letterhead or bearing the seal of your organization.**

**2. Ways to deliver your article to the editor’s office:**

- Personally by the Author;
- Sent by mail to the editor’s office address, or by email [info@oilandgasgeology.ru](mailto:info@oilandgasgeology.ru).

**3. Recommended length of the article should not exceed author’s sheet (40,000 ens).**

- Recommended number of figures in the article: no more than 10.

**4. The materials submitted should include:**

- File containing full text of the article with graphical annexes (figures and tables) placed in the order they are mentioned in the text;
- Folder containing text file (with no figures) and files of figures and tables (each graphic picture in a separate file);
- Information about the each of the authors (full name (first name, patronymic, and last name), place of work, position, academic degree, office/home and mobile phone numbers, e-mail; we highly recommend to provide ORCID ID and SCOPUS ID);
- Key words and two abstracts in Russian (first Annotation is conventional, 90-150 words long; second Annotation will be translated into English, it should be more detailed, 150-250 words long). Annotations must be meaningful, including the obtained results and conclusions.

**5. Text formatting rules:**

- Prepare text in MS Word with line spacing 1.5 pt; font Times New Roman.
- Precede the article name with UDC (universal decimal classification) code.
- Use International System of Units (SI) for units of measure.
- Do not use abbreviations in the text, except for those generally accepted.

**6. Rules for mathematical formulas presentation:**

- Include only most important, resulting formulas.
- Write mathematical formulas with accurate placing of signs, numbers, and letters.
- Explain all the symbols used in a formula.
- Type mathematical notations, symbols, and simple formulas using the main font of the article; use **MathType** to write complicated formulas. Number only those formulas that are referenced in the text. Write Russian and Greek symbols in formulas and text, as well as chemical elements, in Normal (Roman) font style; Latin symbols in Italic.

**7. Figures and Tables formatting rules:**

- Add **link** to the source page, name, author and year of publication to your figure/table caption in the case you use figure(s) and/or table(s) taken from the already published sources or electronic media (even those you have modified). Add comment “modified” in the case the information is supplemented by the authors.

- Leave only necessary elements in figures; remove all the elements unnecessary and superfluous in the context of the article (including the hidden layers in CorelDRAW images).

- Give text labels in the figures only in Russian, and in **editable format**.

- **Acceptable raster (bitmapped) images: photographs/snapshots.** Recommended resolution: 300 dpi; TIFF/JPEG format; CMYK colour mode.

- Scanned maps, schemes, and other images should be of high quality. We recommend to convert the scanned tables the author refer to as figures into **editable tables** (Microsoft Word or CorelDRAW).

- Submit **graphs and diagrams** in editable form only (recommended formats Microsoft Excel (.xls, .xlsx), CorelDRAW (.cdr), Adobe Illustrator (.ai, .eps)).

- We recommend to submit **maps, schemes, and other vector images** in CorelDRAW и Adobe Illustrator formats.

- **The actual image size must not exceed A4 paper size (portrait orientation, 210×297 mm).**

- We **do not recommend** to submit images in PowerPoint or Microsoft Word formats.

- **Tables formatting.** Submit tables in MS Word or CorelDRAW formats. Do not add notes inside the table; use endnote to entire table or its separate elements. All the tables should have names and continuous numbering. Do not clip words.

- The text should contain references to all figures and tables. In the first reference — Fig. 1 / Table 1; in the next references — see Fig. 1 / see Table 1.

**8. Review and publication rules:**

- We send all the submitted articles for review; reviewer examines the article for compliance with the topics of the journal and novelty of the material discussed in the article. As a result, he/she makes a decision whether the article is appropriate to be published in the journal.

- Publication of article is free for authors.

**9. It is prohibited to duplicate articles submitted for publication (or already published) in the other journals/proceedings/books/etc. or posted on the Internet.**

**10. References formatting rules:**

- Provide the references at the end of the article.
- References to the sources mentioned or somehow used in writing the articles are mandatory; enclose them in square brackets.

- References to theses, reports, and unpublished works are formed enclosed in round brackets within text of the article without mentioning in references.

- References should include at least 10 sources (recent, not more than 10 years old). References to the topical foreign researches on the subject are desirable.

- Reference formatting should comply with GOST R 7.0.5-2008.

- Number the sources in the order they are mentioned in the article.