

**Guidelines for authors submitting papers to Special Issue/Thematic Set entitled
'Neclime: Biodiversity and floral patterns in the course of Cenozoic climate
change' to be published in Geological Journal.**

- When authors are uploading their papers through ScholarOne/Manuscript Central online system they should click 'yes' on the designated box for Special Issues (SIs) and click on the name 'Neclime'.
 - The papers will be then initially assigned to Ian Somerville (Chief Editor of GJ), and he will assign them to the appropriate/designated guest editor. Guest Editors for the SI will be registered as Executive Editors on the online submission system.
 - To help reduce the editorial workload, we recommend all authors to follow the style and format of GJ articles (see also GJ website, Guidelines to authors submitting <https://onlinelibrary.wiley.com/page/journal/10991034/homepage/forauthors.html>).
 - Listed below are some of the common mistakes and errors made by authors in their submitted papers which should be avoided:
1. Check the title page carefully. Use lower and uppercase initial letters for words in the title (formal terms must have upper case initial letter).
 2. List Institution address and email address of Corresponding author.
 3. List of Keywords (arranged in alphabetical order, with formal and informal words distinguished).
 4. Primary headings are in capital letters and bold face (left justified, with line space below), secondary (with line space below) and tertiary headings are in lower case (in bold face and left justified).
 5. Use (Figure 1) (not (Fig. 1) when referring to illustrations in the text.
 6. Lists of cited works (in brackets) in the main text, are arranged in alphabetical order (not chronological order).
 7. For cited works with 3-5 authors, list all authors names on first citing, but thereafter use only 'et al'. Works with 6 or more authors are always refer to as 'et al'.
 8. Conclusions should be a short summary of the main findings (can be a series of numbered statements).
 9. In the references ensure the journal name and volume number are in italics, and year of publication in brackets.
 10. For multiauthored works use '&' before last name author.
 11. Figures should be well designed (portrait or landscape) with suitable and legible labelling. A key should be added for maps and cross-sections to explain units, features and symbols. Field photographs should be oriented. Photomicrographs should have a scale bar and letter code abbreviation to distinguish minerals.
 12. Figure captions need to be added at the end of the paper. They should be comprehensive.
 13. Nominate up to 5 potential reviewers with email addresses.
 14. When submitting a revised version upload a clean version and a colour coded version showing where you have made changes. Also, enclose a cover letter stating how you have addressed all the points raised by the reviewers.