# Article Template: Your Title Should Be Short and Punchy

Author A. Ready[[1]](#footnote-1) and Author B. Timely[[2]](#footnote-2)

## ABSTRACT

Your abstract should no more than **120 words**. It should give an accurate description of the article and state the main messages you would like the reader to come away with. The abstract also acts as a come-on: if it is clear and sharp, readers will be more likely to trust the findings and read on. As many *Elements* readers are undergraduate students, interested mineral collectors, scientists working in industry, high school teachers interested in self-educating in the Earth and planetary sciences, and journalists—try to convey the main messages of your article in terms accessible to non-specialist readers.

**Keywords:** choose at least four keywords for indexing purposes, separated by semi-colons.

## 

## INTRODUCTION

In this template, we will guide you through the writing of your article. We suggest you start with this file to write your article. This way, you will be using the right level headings, right font size, etc. We thank you for the attention you will pay to these instructions.

## WRITING YOUR ARTICLE

#### Naming of File

Please use the following convention to name the file of your article – LASTNAME\_v#n#, where the # symbols refer to the volume and issue numbers. Do not use dots. You might want to add the version number or the date at the end.

#### Specifications

#### Use 1.5 line spacing

#### No right justification, no indent at beginning of paragraph.

#### Please use continuous line numbers.

#### Levels

We use three levels of heading:

* **CAPITALIZED, BOLD, AND SIZE-14 FONT**
* ***First Word Capitalized, Italicized, and Size-12 Font***
* *Sentence case, italicized, and Size-11 font, in line with the paragraph.*

## WRITING FOR *ELEMENTS*

You will be given a carefully defined space by your Guest Editors. This is your “canvas” and you should design your paper from the outset to fit this space, including illustrations. Do not expect to shorten your paper after review. We often find that authors wish to increase the length of their papers after review in order to address potential reviewer criticism, so a first version slightly shorter than the allotted space may be desirable

#### Word Count

One of the challenges of writing for *Elements* is to adhere to a strict word count. Only under exceptional circumstances will a manuscript exceed six published pages. This translates into 6,100 words equivalent (which includes all the text, headings, figure/table captions, references, and figures/tables). Estimate that each figure/table equals 250 words. Please consider using the Article Length Calculator Excel file that your Guest Editors will provide.

#### American or British Style?

We accept both styles of English. When an author uses a mix of both styles, we will choose American style.

#### 

#### References

You are limited to **30 references maximum**. You are not expected to reference every statement.

This is how you should refer to an article in your text (Brantley 2005). Please note that there is no comma between last name and year (Brantley and Rogers 2006; Brantley et al. 2007). If you list several references, do so in chronological order starting with the oldest one first. If the reference is part of the sentence, do it this way: Tremblay et al. (2007) prepared a master file to take the guesswork out of authors. Tremblay et al. (2005, 2007) suggest that you review the instructions to authors for examples. This is how you should refer to another article in your issue (Volkmann 2022 this issue).

We use a reference style similar to that of *Contributions to Mineralogy and Petrology*. Journal names are written out, not abbreviated. Include a full doi with the reference.

#### Mineral Names

Make sure you use mineral names and formula approved by the International Mineralogical Association. Check <https://rruff.info/ima/>

#### Level of Writing

One article that hit the mark perfectly in terms of level of writing is Hochella and Madden (2005) and we encourage you to read it.

#### The Review Process

You have completed your first draft, reread it, and asked a colleague (or one of your students) to review it informally and you are within your budgeted word count: your article is now ready to be sent to the guest editor team which will have it reviewed by two (or more) external reviewers, but not until the Guest Editors have themselves read your manuscript to ensure it is ready to be sent out for external review. If not, they will return it to you for further work. If yes, they will send it out for external review.

After external review, your manuscript will be returned to you by the Guest Editor team with instructions for how to revise your manuscript according to the external reviewer reports, which you will also receive, and their own reviews of your article and you will revise your manuscript accordingly. You will reiterate this process until the Guest Editors are satisfied with your revised article. It will then be sent by the Guest Editors to the Principal Editor in charge of your issue, who will now read, edit, and otherwise annotate your manuscript and, when done, return it to the Guest Editors who will return it to you for a final, or several, rounds of further revision until the Principal Editor is satisfied. Send a Word version of your article with your figures pasted at the end of the article. You may also send a PDF version as well.

#### Figures

A maximum of one figure per page is a good target. We encourage you to read Dutrow (2007) regarding principles for good use of color and for easy reading of figures. Vector files are preferable (.ai, .eps), but .jpg, .tiff, and .pdf work well too. Provide an image that can be used as a background for the title of your article. We refer to it as a banner. Images should be 300 dpi and a minimum of 2200 × 750 pixels in size.

#### Copyright Issues

You are responsible for securing the permission to reprint a figure. It is not acceptable to reproduce a caption from an article already published, even if you were one of the authors of that paper. Please see the documentation above regarding permission to reproduce/modify images.

#### What’s Your Fog Index?

The Fog Index measures the readability of a text. In a sample of writing, you count the number of words with more than three syllables and the number of words per sentence on average. The higher your fog index, the harder to read. Check your fog index at [https://readabilityformulas.com/free-](https://readabilityformulas.com/free-readability-formula-tests.php) [readability-formula-tests.php.](https://readabilityformulas.com/free-readability-formula-tests.php) To increase the readability of your text, break down long sentences and choose shorter words when possible.

#### Pruning Your Text

Watch out for padded words! Beware of sentences beginning by “It is well known that...” and “It is estimated that...” We suggest you do a global search for “ly” and “very”, and ask yourself: is this adverb necessary? You might be quite surprised at the number of words you can prune from your text.

#### Conclusions

Before you start writing, we strongly encourage you to read this entire manual. It will be time well invested, we promise.

#### REFERENCES

#### Elements uses a “light” style for its citations of published work—in particular, a minimal use of punctuation. In the interest of saving space, when a publication is written by six or more authors, the citation in the References section gives the name of only the first author, the remaining being referred to as “and xx coauthors.” For publications with five authors or less, all names are given in the citation. See below and also look at recent issues for Elements’ protocol on style and the hierarchy of listing. When available, the doi (document object identifier) hyperlink is also included. Note that for references only, the hyphen is used for page ranges (not the otherwise correct en dash). Please be sure to include the reference DOI as indicated in the following examples.

***Articles***

Sio CKI, Dauphas N (2017) Thermal and crystallization histories of magmatic bodies by Monte Carlo inversion of Mg-Fe isotopic profiles in olivine. Geology 45: 67-70, doi: [10.1130/G38056.1](https://doi.org/10.1130/G38056.1)

Sio CKI and 5 coauthors (2013) Discerning crystal growth from diffusion profiles in zoned olivine by in situ Mg–Fe isotopic analyses. Geochimica et Cosmochimica Acta 123: 302-321, doi: [10.1016/j.gca.2013.06.008](https://doi.org/10.1130/G38056.1)

***Chapter in a Book***

Schoene B (2014) U–Th–Pb geochronology. In: Turekian HDHK (ed) Treatise on Geochemistry, Volume 4 (Second Edition). Elsevier, Oxford, pp 341-378, doi: [10.1016/B978-0-08-095975-](https://doi.org/10.1016/B978-0-08-095975-7.00310-7) [7.00310-7](https://doi.org/10.1016/B978-0-08-095975-7.00310-7)

***Book***

Harrison TM (2020) Hadean Earth. Springer International Publishing, 291 pp, doi: [10.1007/978-3-](https://doi.org/10.1007/978-3-030-46687-9) [030-46687-9](https://doi.org/10.1007/978-3-030-46687-9)

1. Company/Institution/Department for author 1

   City, State/Province Zip/Mailing Code, Country

   E-mail: [↑](#footnote-ref-1)
2. Company/Institution/Department for author 2

   City, State/Province Zip/Mailing Code, Country

   E-mail: [↑](#footnote-ref-2)