

## INSTRUCTIONS TO AUTHORS

Clay Science is an international journal of original research papers or reviews in clay mineralogy and related fields including 1) earth sciences, 2) resources, 3) materials, 4) chemistry and physics, 5) soils and fertilizers, 6) construction and agricultural civil engineering, and other related areas. Manuscripts should be original, and have not been published and are not currently submitted for publication elsewhere. Author(s) must also agree that manuscript will not be submitted elsewhere while in the review process for Clay Science. All manuscripts should have been checked by a native English speaker prior to submission.

## PREPARATION OF MANUSCRIPTS

### *Type of Manuscript*

Clay science accepts various types of manuscripts: original papers, notes, reviews, letters, and other contributions related to clay science.

### *Manuscript format*

Each manuscript must be written in English (American English spellings), and should be organized in the order: title page, abstract, text, acknowledgments, references, figure captions, figures, and tables. The entire manuscript should be typewritten on A4 size with double spacing using Times New Roman of 12 point font. Do not right-justify type. Margins should be 2.5 cm at the top, sides and foot of each page. Each page should be numbered at the center of the bottom starting with the title page. Text lines must be sequentially numbered throughout the text. SI units should be used in text, figures, and tables, but angstrom (Å) may be used also if usage is consistent within the manuscript. A manuscript template can be downloaded from website (URL: <http://www.cssj2.org/>).

### *Title page*

The title page should include in the following order: manuscript title, full names of authors, addresses of institutions of authors, a shorter running title, and footnotes to the name and complete mailing and e-mail addresses of the corresponding author. Manuscript title and full names are in all capital letters and centered on the page. The corresponding author is identified with asterisks (\*). If the authors have more than one affiliation, superscript alphabets should be used to indicate the affiliation.

### *Abstract page*

The heading "ABSTRACT" is in capital letters and centered at the top of the abstract page. The abstract body should not exceed 300 words and should contain only one paragraph clearly representing objective, materials and methods, results, and conclusions. Provide several key words after "Key words:" at the bottom of the abstract.

### *Text*

The text should include: introduction, materials and methods, results, discussion, and conclusions. First-order headings (INTRODUCTION, DISCUSSION, etc.) are in all capital letters and centered on the page. Second-order headings should be in lowercase letters, italicized, and placed at the left-hand margin of the page. Third-order headings are italicized, placed at the beginning of the paragraph but without an indent, and followed by a period.

### *References*

References are cited in the text by the name of the author and the year of publication, e.g., Sudo (1975) or Sato and Kizaki (1972). For references with more than two authors, use "et al." as in White et al. (1992). Citations in parentheses must include a comma, e.g. (White et al., 1992). Full references should be listed alphabetically by author at the end of the paper in the form: surname of the author followed by a comma and the initials, year of publication in parentheses, full name of the journal, volume number, first and last page numbers. Use italic for the full name of journals and bold for the volume numbers. For example:

BRINDLEY, G.W. (1965) Complexes of primary amines with montmorillonite and vermiculite. *Clay Minerals*, **6**, 91–96.

FARMER, V.C., MCHARDY, W.J., PALMIERI, F., VIOLANTE, A., and VIOLANTE, P. (1991) Synthetic allophanes formed in calcareous environments: Nature, conditions of formation, and transformations. *Soil Science Society of America Journal*, **55**, 1162–1166.

BARKER, W.W., WELCH, S.A., and BANFIELD, J.F. (1997) Biogeochemical weathering of silicate minerals. Pp. 391–428 in: *Geomicrobiology: Interactions between Microbes and Minerals* (J.F. Banfield and K.H. Nealson, editors). Reviews in Mineralogy, 35, Mineralogical Society of America, Washington D.C.

ILER, R.K. (1979) *The Chemistry of Silica*. John Wiley & Sons, New York, 866 pp.

### *Tables, figures, and captions*

Tables, figures, and captions should be on separate pages in a single file of the manuscript. Figures should be drawn on a white background in black ink. Lines, symbols, and letterings should be drawn enough to allow for proper reduction. Times New Roman and Helvetica, or equivalent typefaces, must be used for the lettering on the figures. The preferred format for figures are JPEG or TIF formats. The units on the axis labels of figures should follow the axis label and be enclosed in parentheses. All figures and tables are to be numbered using Arabic numerals (Fig. 1, Fig. 2, Table 1, Table 2, etc.), and should always be cited in the text as, e.g., Fig. 1, Figs 2 and 3, Table 1, Tables 2 and 3 or, if starting a sentence, Figure 1.

## SUBMISSION

All manuscripts must be submitted in a single Microsoft Word file as e-mail attachment to editor in chief (T. Ebina, e-mail: [takeo-ebina@aist.go.jp](mailto:takeo-ebina@aist.go.jp)). All parts of the manuscript (title page, abstract page, text, acknowledgments, references, figure captions, figures, and tables etc) should be in a single file. Do not send as separate files. Manuscripts submitted to the Clay Science are normally reviewed by one or more referees, an associate editor, and editor in chief.

## PROOFS AND OFFPRINT

The PDF proofs will be sent to the corresponding author on the title page. To avoid delays in publication, proofs should be checked immediately for typographical errors and returned within 48 hours of receipt. Authors can also order 50 offprints for 3,000 yen per page. Additional offprints can be accepted only in increments of 50.

### Charges for offprint

Copies / pages	2	4	6	8	10
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150	8000	16000	24000	32000	40000
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