

WATER RESOURCES
Journal of the Nigerian Association of Hydrogeologists

INSTRUCTIONS FOR AUTHORS

1. General

Original manuscripts of authors should be submitted via e-mail as an attachment. The size of the manuscripts, uncompressed, in Microsoft word format, should not exceed 3MB (including inserted graphics). An alternative method is by regular mail with a copy of your manuscript on a CD-ROM + one hard copy of the full paper. Any manuscript that differs from the following instructions risk non-publication. Papers should be concise and include all text, figures, tables, acknowledgements, and references. The manuscript in English must be original and not already published elsewhere. Papers will be reviewed editorially and minor corrections to language will be made, if necessary.

2. Preparations and Delivery of Manuscripts in Electronic Form

General Formatting Instruction

1. Use the automatic page numbering function to number the pages. Insert page numbers at bottom of page. Centre 1cm from edge.
2. Do not use field functions.
3. For indents, use tab stops or other commands not the space bar.
4. Use the table functions of your word-processing program, not spreadsheet, to make tables.
5. Use the equation editor of your word processing program or Math type for equations.
6. Refer to example manuscript for detailed formatting available on request from the editor.
7. Save the manuscript in Microsoft word 97 (or other compactable Microsoft word versions). If possible, provide an Adobe Acrobat Reader (PDF) format copy of the manuscript.

3. Preparation of Text

Type Area – The text should fit exactly into a type of area of A4 size (21.0 x 29.7cm) with left margin of 2.54 cm (11 inches) and right top and bottom margins of 1.27 cm (0.5 inches).

Text format, Style and Spacing – Unless otherwise specified, “New Times Roman” font in 10-point, normal style.

4. For textual emphasis, use italics type or if necessary, irfc ilinmg <” FCT-renal purposes, such as for mathematical vectors, use boktfMX type. Single space the manuscript, double-space between the last paragraph of a section and the heading for the next section. Indent the first line of each new paragraph 1.27 cm (0.5 inches) tab- Type the primary heading flush left using bold uppercase letters. Use single spacing between the heading and the first line below.

Title should be as concise as possible (ideally less than 12 words) typed in uppercase Bold New Times Roman font in 12 points, centred.

Authors - List authors on one line, left justify, with authors surname in bold. Use numerical super script after author to identify affiliation. The first author listed is the lead and corresponding author. List affiliation below authors, left justify and italics including postal and e-mail addresses, telephone number and fax number of the corresponding author below the affiliation, also left justify and italics.

An Abstract contains concise information about the objectives of the work, Results obtained, and conclusion reached. The abstract should start with the word **Abstract** in bold, italic, followed by a colon, at the same row as the first line of its text.

Key Word - After the abstract, list as many as 5 key words that described the subject matter of the article.

Text - You may divide the paper into sections as you see fit. Avoid use of the person (I, we, us) in the text. As part of the sentence (i.e., not in parentheses) the first citation of a figure or table; cite it as Fig. X of Table Y. Therefore, either place a reference to that figure or table in parentheses (Fig. x; Table y).

Citation of references in the text should be placed within parentheses, with the author's last name and year of publication. e.g. (Oteze, 1975) or (Esan and Vrbka, 1997). For more than two authors, write, for example, (Bala et al 1997). Differentiate among citation of authors that have more than one article in the same year by the letters a, b or c following the year. If the author's name is part of the sentence, place only the year in parentheses.

Table – Number tables according to their sequence in the text. Each table should have a title above and if needed, a legend below that explains any abbreviation used in the table.

Units – Standard International (SI, or metric) units must be used. Define all special symbols, non-standard units, acronyms, and abbreviations when first used in abstract and again in the main body of the text. Use them consistently thereafter. Mathematical and physical symbols of units such as %, “C” should be preceded by a space (60 %, 18 C).

Figures Captions – Number figures according to their sequence in the text. Each figure must be captioned after the figure number, below the figure. Where figures cannot be submitted electronically, the originals or sharply focused photographic prints (reduced to size the figure space provided in the text) must be submitted within the manuscripts.

Reference – At the end of the text, list references alphabetically by senior author. Include only those references that are cited in the text and use hanging indent format. Abbreviate journal and organization names in accordance with international practices. Below are examples of the required format.

Conference proceedings

Allwood's D.F, Barber C (1989) “The effects of Perth's urbanization on groundwater quality”. A comparison with case histories in the USA. In Low G (ed) Proc Swam Costa 1 Plain Groundwater Management Conf. Pg 177-190.

Book

Draper N.R, Smith H (1981) Applied regression analysis, 2nd edn. Wiley New York.

Journal article

Freeze R.A (1975) A stochastic – conceptual analysis of rainfall runoff process on a hillslope. Water Research 16: 392-408.

Dissertation of thesis

Melloul A (1979) Hydrogeological knowledge of deep aquifers in porous media and with few data based on geochemical and isotopical parameters. PhD, University of Neuchatel, Switzerland (in French).

Article or chapter in a book

Zimmerman U, Munnich K.O, Roether W (1967). Downward movement of soil moisture traced by means of hydrogen isotopes. In Gleen ES (ed) Isotope techniques in the hydrologic cycle. Am geophys Union, Geophys Monograph 11:28-36.

Oral communications should only be mentioned in the lodgements. The author is responsible for the accuracy of references.

5. Preparation of Electronic Graphics for Figures

All electronic graphics are to be inserted into the word document as a picture. Captions for figures should be included in the text and not the graphic file.

6. Submission of Final Manuscript to the Editor

The final manuscript must be submitted in electronic form by e-mail or CD ROM+ one hard copy to:

Prof. A. Idris-Nda

Department of Geology

Federal University of Technology, Minna.

Phone No. 08036273815 email: idrisnda@futminna.edu.ng