



Quaestiones Geographicae – listed on the Journal Citation Report

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GUIDELINES FOR AUTHORS

1. General Information

Quaestiones Geographicae was established in 1974 as an annual journal of the Institute of Geography, Adam Mickiewicz University, Poznań, Poland. Its founder and the first editor was Professor Stefan Kozarski. Initially the scope of the journal covered issues in both physical and socio-economic geography; since 1982, exclusively physical geography. In 2006 there appeared the idea of a return to the original conception of the journal, although in a somewhat modified organisational form.

Quaestiones Geographicae journal is peer-reviewed and **Open Access** journal publishes free of charge research results of wide interest in the following fields:

- physical geography,
- economic and human geography,
- spatial management and planning,
- sustainable development (including regional and local development),
- environmental science,
- GIS and geoinformation, and
- tourism and recreation.

1.1. Categories of contributions

Original research papers - should contain the results of experimental, empirical field data and/or theoretical studies that have not been previously published elsewhere, except in the form of a preliminary communication (**reprint requested**).

1.2. Submission of the manuscript

Authors are asked to submit their paper by manuscript system-online: <https://editorialmanager.com/qg/>

2. Preparation of the manuscript

Manuscripts should be written **in English**. Authors whose native language is not English are strongly advised to have their **manuscripts checked by an English native speaker prior to submission**.

Submissions have to meet all formal requirements as outlined in this guide. All submitted articles are subjected to a **double-blind peer review**. Authors and reviews remain anonymous, **manuscript does not contain any information identifying the author** (i.e. name, last name, affiliation, etc.). All this information is inserted during registration of your manuscript in the Editorial Manager system.

Ph.D. students are asked to enclose a recommendation letter from their supervisor.

2.1 Manuscript format

The manuscript should include: Title Page, Abstract, Keywords, Main text of the article with Introduction, Study area, Materials and Methods, Results, Discussion, Conclusion (optional), Acknowledgments (optional), Author's contribution (optional), Funding (optional), References, Figures or other Illustrations, Tables, Tables and/or Figures captions.

2.1. Text body and length

Manuscripts should be submitted in MS Word format. Make sure the language is set to "English (United Kingdom)" **without tables and figures**.

Figure's and Table's captions should be verb less sentences. Please avoid long descriptions in figure captions – all necessary information should be included in legends.

The average contribution is expected to have a length of 30,000- 40,000 characters (including spaces). Submissions will be judged on a "fitness for purpose" basis.

2.2. Layout

- The text should be typed using a 12-point font, New Times Roman style.
- Use 1.5-spaced throughout and with approx. 25 mm margins.
- **Please do not insert hyphenation.**
- Pages should be numbered consecutively

2.3. Title page

Title page must contain the full title, authors, affiliation, abstract, key words and corresponding author. The title page should follow the [form](#).

2.4. Abstract

Each article is to include an abstract of about 250 words. It should not include repetition of the title, literature references, tables or illustrations. An abstract should indicate the scope of the report, the methods used, and the main results. Paper should indicate the scope and the main points of the article.

2.5. Key words

Provide 4 to 6 key words.

2.6. Tables and illustrations

Tables and figures should be submitted as separate files (the names of files are Table1.xls, Table2.doc, Fig.1.tif, Fig.2.png, etc). They should be **numbered consecutively and referred to in the text**. Each table or illustration should have a caption. Tables should be in a text format, not embedded as objects.

Figures prepared in MS Excel, MS Word and CorelDraw should be submitted in the original format of the given program. Figures prepared in CorelDraw should not be saved as *.tif or *.jpg. Figures prepared in Adobe Illustrator should be submitted in either of the three formats: *.ai, *.eps or *.pdf. Figures prepared in other programs should be exported, preferably to one of the formats: *.wmf, *.emf or *.eps; if this is impossible, then to *.tif, *.png, *.jpg (if it is *.jpg, then choose the lowest compression and highest quality possible; the smaller the file, the worse the quality, which should be avoided) or *.bmp formats at a minimum resolution of 300 dpi given the width of published text of 170 mm (two columns) or 80 mm (one column). Scanned figures should be saved in *.tif or *.png formats. Digital photographs should be submitted with no changes to the original size and resolution.

2.7. Literature cited in text

References and citations of the articles and book should be limited to published work or work in press. Unpublished results and personal communication are not recommended in the reference list, but may be mentioned in the text. Citation of a reference as *in press* implies that the item has been accepted for publication.

References in the text should be indicated by giving the name(s) of the author(s), followed by the year of publication as follows:

(Chojnicki, Parysek 1999) or (Howard 1998) or (Kozarski et al. 1995) or Chojnicki and Parysek (1999) or Kozarski et al. (1995).

Please note: names are separated by comma, not a semicolon and no comma before year.

If there are several similarly dated works by the same author, please make a distinction such as (Smith 1999a) and (Smith 1999b). In text it should be as (Smith 1999a, b). If several authors are mentioned, they should be given by year of publication from the oldest to the most recent. If there are several publications in the same year, they should be quoted by author in alphabetical order. Please ensure that every reference cited in the text is also present in the reference list and vice versa.

2.8. List of references

All references should be listed in full in alphabetical order (works by the same author by year of publication) at the end of the article in accordance with the following pattern (**a simplified Harvard style**), please also include the DOI number, if known:

- Chojnicki Z., 1996. Region w ujęciu geograficzno-systemowym (The region in a systems geographical approach). In: Czyż T. (ed.), *Podstawy regionalizacji geograficznej*. Bogucki Wydawnictwo Naukowe, Poznań: 7-43.
- Dicken P., Forsgren M., Malmberg A., 1994. The local embeddedness of transnational corporations. In: Amin A., Thrift N. (eds), *Globalization, institutions and regional development in Europe*. Oxford University Press, Oxford: 23-45.
- Kourtis K., Nijkamp P., 2012. Creative firms as change agents in creative spaces. *Quaestiones Geographicae* 31(4): 19-31. DOI 10.2478/v10117-012-0032-6.
- Krugman P., 1999. *The return of depression economics*. Norton, New York.
- Parysek J.J., Kotus J., 1995. Development patterns of Polish towns in the years 1950-1990. *Geographia Polonica* 66: 87-110.
- Stryjakiewicz T., 1999. *Adaptacja przestrzenna przemysłu w Polsce w warunkach transformacji* (The spatial adaptation of industry in Poland under the conditions of transformation). Wydawnictwo Naukowe UAM, Poznań.
- Taylor P.J., 1997. Hierarchical tendencies among world cities: A global research proposal. *Cities* 14(6): 323-332.

2.9. Web references

Web references should be part of the general reference list given at the end of the article. They should include the full URL and the date when the reference was last accessed. Any further information, if known (DOI, author names, dates, reference to a source publication, etc.), should also be supplied.

- Klugman J., Scott T., 2009. Twenty years of transition and human development: an appraisal. *Development & Transition* 14: 17-19. Online: europeandcis.undp.org/data/show/D0D2548E-F203-1EE9-B1D3BDF5CD36C0DE (accessed 24 September 2012).

For undated works:

- Banks I., (n.d.). The NHS Direct healthcare guide. Online: healthcareguide.nhsdirect.nhs.uk (accessed 29 August 2012).

2.10. Units of measurement

Use the *Système international d'unités* (SI) wherever possible.

3. At the end of paper

3.1. Acknowledgments

Thanks for the financial support of academic/scientific institutions, for co-workers in field, laboratory or chamber preparation of the article, for source of data/software, for other services, e.g. dating, etc. Do not forget to thank reviewers.

3.2. Author's contribution

If the paper has two or more authors, they can specify their contributor roles and/or explain their responsibility in the paper. For transparency, we encourage authors to submit an author statement file outlining their individual contributions to the paper using the relevant CRediT roles: Conceptualization; Data curation; Formal analysis; Funding acquisition; Investigation; Methodology; Project administration; Resources; Software; Supervision; Validation; Visualization; Roles/Writing - original draft; Writing - review & editing. Authorship statements should be formatted with the names of authors first and CRediT role(s) following.

Here are the examples of contributor roles: <https://www.elsevier.com/authors/policies-and-guidelines/credit-author-statement>

3.3. Copyright

Submission of a paper is taken to imply that it has not been published elsewhere and has not been submitted for publication elsewhere. Authors are responsible for obtaining permission to reproduce any material for which they may not own copyright.

3.4. Disclaimer

The journal does not have article processing charges (APCs) or article submission charges. The Faculty of Geographical and Geological Sciences and Faculty of Socio-Economic Geography and Planning of Adam Mickiewicz University in Poznań covers the whole expenses of each issue of Quaestiones Geographicae.

4. Basic rules of reviewing articles

- i. At least two independent reviewers from outside the Editorial Board are asked to appraise each article.
- ii. At least one of the reviewers is affiliated with a foreign institution in a country different from that of the author of an article.
- iii. The author(s) and reviewers do not know their identities (the so-called double-blind review process).
- iv. In other cases the reviewer signs a declaration that there is no conflict of interests between him /her and the author, i.e.:
 - a. there are no direct personal relations (kinship, legal connections, a conflict),
 - b. there are no relations of occupational subordination, and
 - c. there has been no direct scientific cooperation over the last two years preceding the preparation of the review.
- v. The review has a written form and ends with an explicit statement about the article being accepted for publication or rejected.
- vi. The review form is made publicly known on a web page.
- vii. The names of the reviewers of individual publications/ volumes are not revealed; once a year the journal publishes a list of cooperating reviewers.

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