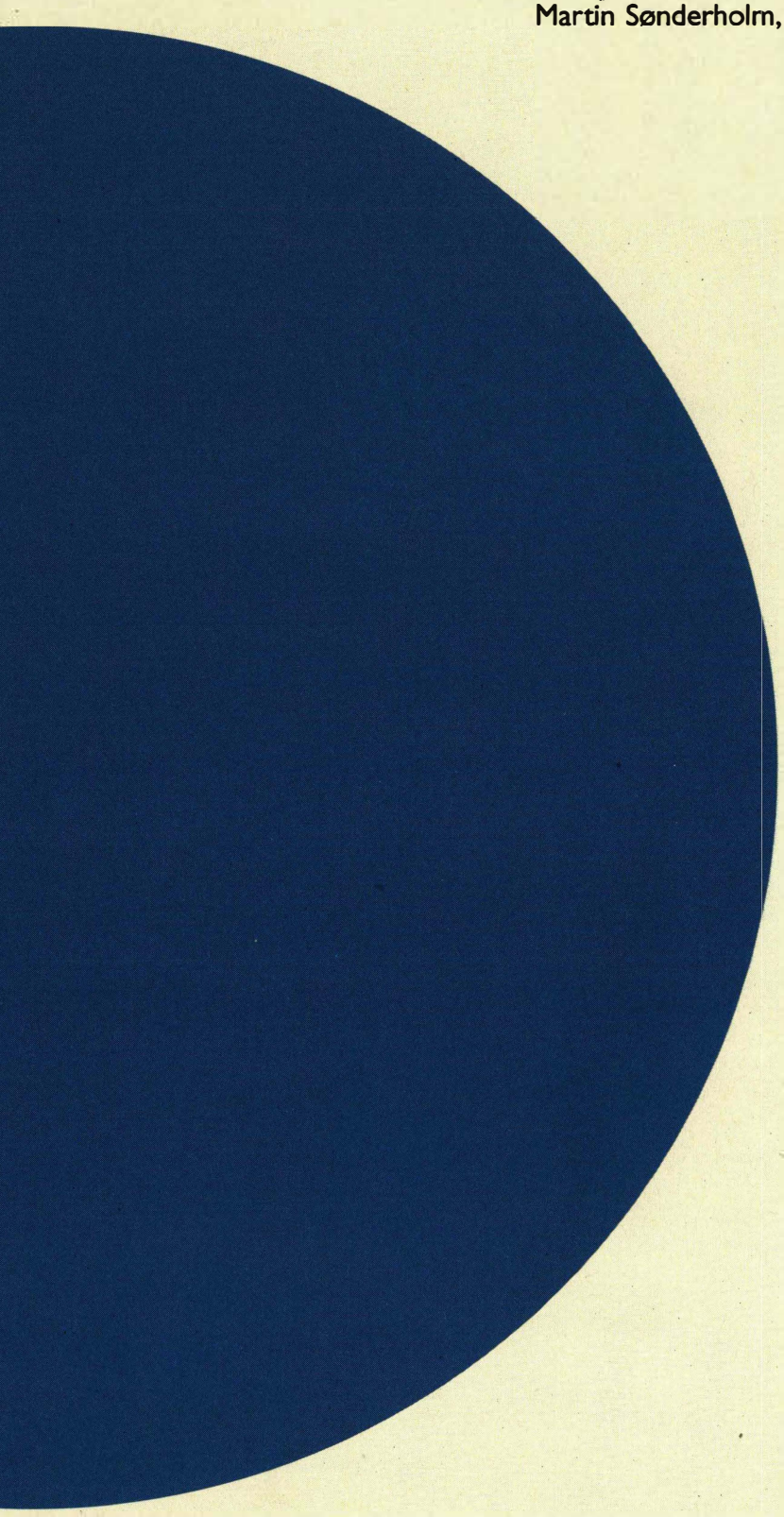
DANMARKS OG GRØNLANDS GEOLOGISKE UNDERSØGELSE RAPPORT 1997/137

A standard bibliographic style for GEUS' publications: a guide for authors and editors

Martin Sønderholm, Peter R. Dawes and Esben W. Glendal



GEOLOGICAL SURVEY OF DENMARK AND GREENLAND
MINISTRY OF ENVIRONMENT AND ENERGY

GEUS

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Publications Committee: Report No. 4

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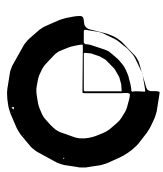

G E U S

Preface

A vital part of scientific writing is the documentation of the sources of information that have contributed to the study. All original research is to some degree based on previous data sources, and it is obvious that research results are only meaningful if data sources are admitted, and credit given to previous work. Thus, a foremost duty of an author is to accurately and unambiguously refer to his/her sources. Standardisation of bibliographic style helps to achieve this.

Since its establishment in 1995, GEUS has operated with several bibliographic styles. For example, the scientific series has adopted one style, a different style is used for the institution's official annual reports, while the open file-type reports produced departmentally (the *Danmarks og Grønlands Geologiske Undersøgelse Rapport* series) have shown varying styles, but now follow that given in the recommendations of Katz (1997).

This report proposes a standard bibliographic style for all GEUS publications, thereby rationalising authorial, secretarial and editorial effort. It will be adopted from January 1998.

The report is written for both the hardened old-timer, with a hundred or more titles under the belt, and the youngster just starting out on the publication trail. It can be said with conviction that inexperience of publishing is not the main reason for sloppy handling of data sources. Regrettably, complacency about references all too often creeps in with experience.

The report will seem frightfully long to many, particularly those who have never seen references as a problem. However, in view of our increasing electronic work style, much space is given to define and illustrate the categories of reference types that are vital for computer-generated reference lists. Part 4 of the report deals with computer help and the electronic reference programme EndNote.

Also voluminous is a catalogue (part 5) giving the main publication types of DGU, GGU and GEUS with examples written in GEUS style. This easy-to-use listing must be good news for authors; the not-so-good news is that with this report at hand, authors have no excuses for other than accurate referencing.

Peter R. Dawes

Chairman
Publications Committee
(Publikationsudvalget)

Contents

Why have a reference style?

The primary reasons for standard citation and listing of references are:

(1) to ensure that the fundamental data sources of research are properly documented, and
(2) to ensure that the reader can readily locate the sources.

Thus it is essential that all references cited in GEUS publications should not only be factually correct and unambiguous, but also easily identifiable. The best way to achieve this is through a standard reference style.

All international scientific journals and publication outlets have a specific reference style; likewise geological surveys and other geoscientific institutions have their own set of in-house publication rules. Although there would be great advantages in having 'a standard world reference style' (in particular to save time for both authors and editors), reference styles still vary from journal to journal, from institution to institution.

Today, bibliographic data can be handled by computer programmes to produce reference lists in a chosen style. This report therefore exemplifies the standard reference types that are a prerequisite for producing reference lists by computer. Of the commercial electronic reference programmes on the market, the programme EndNote is recommended for use at GEUS.

The Name-Year citation system

The GEUS reference style adopts the so-called Name-Year (NY) system of citation; also known as the Harvard system. This system uses the surname of the author(s), by which the reference is alphabetised in the reference list, and the publication year. Round brackets are used in the text.

References: author responsibility

This report is your reference bible. Use it, even put it under your pillow at night if it will help. Whatever you do, please make note of the GEUS reference style. For those with personal computer bibliographies, adjust the references already in your database; to all authors, make sure when you submit manuscripts to the GEUS series that this system is followed. Don't think that others (colleagues, critical readers, editors) will clean up your references.

It has always been the author's responsibility to produce manuscripts that adhere to in-house standards, both as regards reference style and general layout. The days of typewriters and typist pools when secretaries could be relied on to get a manuscript into shape are part of the past (at least for the main ranks of GEUS employees). The ideal situation of having technical editing staff eagerly waiting to attend to manuscripts is a dream. The electronic revolution has determined that we are all geared up with personal computers to be our own secretaries and this job certainly includes preparation of manuscripts. The onus is now fairly and squarely on the shoulders of authors to do much of the technical preparation, and one of the most important tasks is to represent the sources of data accurately and in GEUS style.

A report in five parts

This report has five main parts:

Part 1: outlines the GEUS reference list.
Part 2: gives the standards for citation of references in the text, illustrated by examples.
Part 3: contains some tips for reference citation.
Part 4: outlines some of the advantages of the GEUS bibliographic database and the possibilities to extract computer-generated reference lists in GEUS style using the reference programme EndNote.
Part 5: is an easy-to-use catalogue of the main publication types of DGU, GGU and GEUS, with examples cited in the GEUS reference style.

Part 1. The GEUS reference list

Not a full bibliography

In our institution's three scientific series, viz. *Geology of Denmark Survey Bulletin, Geology of Greenland Survey Bulletin* and *Geology of Denmark and Greenland Map Series*, as well as the open file-type report series, *Danmarks og Grønlands Geologiske Undersøgelse Rapport,* the reference list that concludes the main text is a listing of the sources of information quoted in the paper (text, appendices, illustrations, etc.). The list is not an all-inclusive bibliography. It is the author's responsibility to make sure that there is 100% correspondence between references cited in the text and in the list.

Principles

A standard reference in GEUS style comprises several of the following sequentially arranged elements, each of which is treated below in a separate section.

Name of primary author/editor/compiler/convener
Date of publication
Title of work
Name of secondary author/editor/compiler/convener (section of book, etc.)
Title of authored/edited work (books, etc.)
Edition
Name of journal/serial
Conference/venue information
Volume identification, section numerals and letters
Pagination, incl. figures, tables, plates, appendices, maps, etc.
Name and location of publisher/issuer
Supplementary information, e.g. language, dual publication outlets, electronic forms, etc.

One of the time consumers in compiling some reference lists is getting the correct abbreviation form for the name of journals, periodicals, map series, serials, etc. A drawback with such abbreviations – apart from the time it takes to adapt references to a particular style – is that incorrect, or too drastic abbreviation can cause ambiguity. So here is the good news: in the GEUS reference style, abbreviations are kept to a minimum and are restricted to such things as ed. and eds for editor(s). In publications in Danish, the abbreviation 'red.' is used for both 'redaktør' and 'redaktører'.

The GEUS style does not make use of *italics* or upper-case words (capitals); however, **boldface** is used to highlight volume numbers. When more than one author/editor an ampersand (&) is used before the last name. Colons are used between year and title and between author/editor and title, commas are used to separate authors/editors and different parts of the journal/serial/book identification. Semi-colons are not used. A dash (kort tankestreg) is used between page numbers. Four examples:

Borradaile, G.J., Bayly, M.B. & Powell, C.M. (eds) 1982: Atlas of deformational and metamorphic rock fabrics, 551 pp. Berlin: Springer-Verlag.

Koch, L. 1961: Precambrian and Early Palaeozoic structural elements and sedimentation: North and East Greenland. In: Raasch, G.O. (ed.): Geology of the Arctic **1**, 148–154. Toronto: Toronto University Press.

Nørrevang, A. & Lundø, J. (eds) 1981: Danmarks natur, Grønland, 3rd edition, **11**, 587 pp. København: Politikens Forlag.

Vossler, S.M. & Pemberton, S.G. 1989: Ichnology and paleoecology of offshore siliciclastic deposits in the Cardium Formation (Turonian, Alberta, Canada). Palaeogeography, Palaeoclimatology, Palaeoecology **74**(3–4), 217–239.

Name of primary author/editor/compiler/convener

There is no space separating initials of forenames, but remember the hyphen (bindestreg) in double-barrelled names, e.g. Poulsen, H.-J. or Dahl-Jensen, T.

Persons named can be authors, editors, less commonly compilers, and rarely conveners or organisers. In the reference list authors' names stand alone, names of editor(s) are followed by ed. or eds; all other titles are written in full. All qualifications are placed in brackets, e.g. Carey, S.W. (convener) 1958: .....

EndNote automatically places ed./eds after the names filled into the Editor field in the database. In the cases of compiler(s) and convener(s) these words (followed by a comma) should be entered as last editor/author in the appropriate field.

Multi-author/editor citations

In the reference list all authors and editors of the work are cited, except when there are more than 10 names; in such a case use the *et al.* form after the first name. The *et al.* form also applies if the paper is authored or edited by simply 'E. Madsen and co-workers', 'J.C. Troelsen and expedition members' or 'R. Bertelsen and field parties'.

Composite names

Names such as van Breemen, van der Stijl, de Freitas, de la Meer, MacKenzie, O'Brien and grønArctic Energy Inc. are sorted after the *first* part of the name (i.e. van, de, Mac, etc.) and small letters are retained, e.g.

de la Meer, P.M. 1996: .....
van Breemen, O., Aftalion, M. & Allaart, J.H. 1974: .....

For citation of composite names in the text, see p. 27.

Anonymous author/editor

In cases where no person (author, editor, etc.) is cited (for example in some publications from the previous century), use the form Anonymous 1823: ..... In the example below, the publication is also undated (see also 'Date of publication' on next page).

Anonymous undated: The Arctic world: its plants, animals, and natural phenomena. With a historical sketch of arctic discovery, down to the British Polar Expedition: 1875–76, 339 pp. London: T. Nelson and Sons.

Date of publication

The publication date is usually to be found on the title page, in some cases on the verso of the title page or on the colophon page. In rare cases it is missing. Undated volumes should be so stated; don't invent an approximate date (see anonymous reference on preceding page and Hertling *et al.* on p. 20). Occasionally there may be both a publication/printing date and a copyright date: use the former. In some cases, the date of issue may be later than the publication date; this may be useful information and can be stated (see 'Issue date' under 'Supplementary information, e.g. language, dual publication outlets, electronic forms, etc.', p. 17).

For referencing with combined dates, see 'Combination of references', p. 17.

Title of work

Cite original title

When citing a title, *always refer to the original printed form*. Do not rely on abstracting journals, databases and on other reference works. Believe it or believe it not, these can contain a surprising number of errors (spelling mistakes, wrong punctuation, wrong pagination, etc.).

Length of title

The titles of some reports can be composite and long: a main title can be followed by a subsidiary title with, in some cases, information on sponsorship, etc. Many DGU reports and contributions to the *Danmarks og Grønlands Geologiske Undersøgelse Rapport* series bear such long titles. In such published reports reduce in the reference list to the first or essential title(s) of the work.

In *unpublished reports* include anything in the title that helps to identify the nature and depository of the work, for example project/programme information.

Titles may consist of two or more essential parts (paragraphs) which are not separated by punctuation on the title page. In such cases, the paragraphs are written as separated by a comma (remember to change upper case to lower case) or a full stop depending on the context.

Titles: capitals or small letters

In citing English titles, use only an initial capital and capitals for proper names (North Sea, Nares Strait), geologic periods (Proterozoic, Santonian), formal geologic names (Central Trough, Wandel Sea Basin), official or formal project names, etc., even when the journal quoted capitalises the first letter of all words. Note that before 1948, nouns in Danish were spelt with an initial capital. For titles in German, French, etc. follow the custom of that language.

Name of secondary author/editor/compiler/convener (section of book, etc.)

The same rules apply for secondary authors/editors etc. as for primary, except that for more than three names the *et al.* form is used after the third name. EndNote takes care of this automatically.

Title page versus cover and colophon page

In reference citation, the title page takes priority over the information given on the cover of the book or journal. Journals may issue special or thematic volumes and it may be appropriate to state the title of the volume and the editors. There are exceptions, e.g. GGU's *Report of activities* and GEUS' *Review of Greenland activities* where editors on the title page are not cited unless the whole volume is referred to (see pp. 41, 45). Names appearing on the colophon page but not on the title page are *not* cited in references, e.g. GEUS annual reports.

Title of authored/edited work (books, etc.)

The same rules apply as given above under 'Title of work'.

Edition

Reference to editions other than 1st editions must always be cited in the reference list. Use 2nd, 3rd, 4th; not Second, Third, Fourth. In publications in Danish, use 2. udgave, etc.

Name of journal/serial

The GEUS reference style for citing journal names is based on three principles:

1) names are given without abbreviation
2) names are cited in the authorised form
3) punctuation is restricted to any that appears in the authorised name

Names are given *in full* with the exception that the definite article (The) is dropped. Otherwise the name of the publication cited should be precisely that recommended by the publishers themselves, not what the author thinks it is or should be called. For example, *Oil & Gas Journal* has an ampersand; retain it. Employ punctuation *only* if part of the authorised title. Note that the words 'Bulletin', 'Memoir', 'Special Publication', 'Transactions', etc. are sometimes placed before, sometimes after the name of the organisation.

Certain journal names have changed with age; use the name employed by the publishers in the publication cited.

Where there could be doubt as to the precise affiliation of the publication outlet, e.g. *Geological Society Special Publication* or *Bulletin of the National Speleological Society,* the location of the outlet must be given in parenthesis after the name of the journal, e.g. *Geological Society Special Publication (London), Journal of the Geological Society (London)*

or *Bulletin of the National Speleological Society (Washington D.C.)*. Other examples are included in the sample list below.

AIChE Journal (note acronym as official name)
Bulletin Grønlands Geologiske Undersøgelse (note official Survey name)
Bulletin of the Geological Society of Denmark (from volume 20 onwards)
Canadian Society of Petroleum Geologists Memoir
Cryptogamie, Algologie
Danmarks Geologiske Undersøgelse Serie A (note official Survey name)
Geographical Journal (note that the definite article is dropped)
Earth-Science Reviews (note the hyphen)
Geologica et Palæontologica
Geological Society Special Report (London) (note the inclusion of London for full identification)
Geological Survey of Canada Paper
Geology
Geology Today
Journal of Geology
Meddelelser fra Dansk Geologisk Forening (volume 1 to 19)
Meddelelser om Grønland Geoscience
Memoir of the Geological Survey (South Africa) (note the inclusion of South Africa for full identification)
Memoirs of the California Academy of Sciences (note the 's' in Memoirs)
Oil & Gas Journal (note the ampersand)
Palaeogeography, Palaeoclimatology, Palaeoecology (note the punctuation)
Philosophical Transactions of the Royal Society of London
Proceedings of the Geologists' Association (London) (note the inclusion of London for full identification)
Sveriges Geologiska Undersökning Serie AE
Zitteliana

Language choice

In cases where the name of the journal is given in both English and another language, cite the most prominent name. When both names appear to be of the same prominence/status and no recommended citation is given, use the English version. Thus the citation *Meddelelser fra Dansk Geologisk Forening* changes with volume 20 to *Bulletin of the Geological Society of Denmark*.

Publisher/issuer of serials

For unambiguous identification, *some* serials need to be furnished with name/location of publisher (see 'Name and location of publisher/issuer', p. 15).

Conference/venue information

This group of references is difficult to standardise, as publication outlets and standards vary considerably. However, references to conference and symposium volumes that are not released as a book or as part of a periodical should include as many as possible of the following items that all have their own fields in the GEUS EndNote database system.

Name of conference: use official and full name.
Venue: city, and state/country if not evident (see 'Name and location of publisher/issuer' on next page).
Date of conference: standardise to the form, 12 June, 1997.
Type of volume: Proceedings, Program with abstracts, Abstract volume, Excursion, Field trip guide, etc.
Series name: some conference volumes are part of a series. In this case the name of the series and the volume number are compulsory; in many such cases the conference particulars need not be given. The same applies to conference proceedings published as a book.

In some cases conference volumes are edited and have a title different from the conference name. This may also be stated together with information on edition (in rare cases pre- and post-conference volumes exist).

Volume identification, section numerals and letters

Volume identification, usually by number but occasionally by letter or month, is essential. These identification marks are given in **boldface** without qualification, i.e. without the words volume or vol., part, section, etc. Any issue/section number is also cited in order to help easy and unambiguous identification of the work. The issue (section) number is put in parenthesis after the volume number without a space and not in boldface.

Pagination, incl. figures, tables, plates, appendices, maps, etc.

For single articles in volumes, give exact page numbers, e.g. 6–18, with a dash (kort tankestreg: (in Word) Ctrl + Num –, or Alt + 0150), *not* a hyphen (bindestreg). Note here that some articles may start with an illustration page of some sort. For entire volumes give the total number of pages followed by pp. (e.g. 320 pp.). For abstracts restricted to one page, include the word 'only', e.g. 38 only (without a p.). The abbreviation pp. is always followed by a full stop. Pagination in Roman numerals (XVI, xvii) is retained; however, always use small numerals. If both letters and numbers are used in pagination, give both, e.g. B144–149, (2)2–3.

A Word macro has been made to ensure easy and error-free conversion from dash to hyphen – you can find this in the EndNote folder on Publikationsudvalget's bulletin board.

Generally, information on figures, tables, plates, appendices and maps is not given in the reference list: only page numbers. However, where a separate volume is composed of such items these *must be stated* and in the following form: + table vol., + appendices vol., + map vol. (see Trettin 1991 on p. 16, and examples in DGU and GGU publications, pp. 35–44).

In map series, map descriptions, explanatory notes to maps, etc. as well as in reports in which maps are the central issue, i.e. the word 'map' or 'map sheet' figures in the title, the number of maps must be given when more than a single sheet. Use the following form: 7 pp., 4 maps (see Britze *et al*. 1995 on p. 38 or Ady & Tukiainen 1994 on p. 42).

Name and location of publisher/issuer

The name of the publisher/issuer and geographic location can be vital information in both unpublished and published works. Publishers' name and location are compulsory in referring to non-serial works, e.g. books, but the information can also be relevant in serial works where the series name is not peculiar. In the GEUS reference style this information *concludes* the citation.

Location

Many large publishing houses are based in several cities, e.g. Academic Press in London, New York, Toronto, Sydney and San Francisco. If so, give only the first-named location. If such qualifiers as Limited or Incorporated are abbreviated on the title page to Ltd. or Inc., then use these forms.

Both locations and publishers/issuers can change name; use the names and precise spellings as given on the title page, e.g. don't modify Kristiania or Christiania to Oslo, or Kjøbenhavn to København or Copenhagen.

The definite article

In those cases where the publisher is an institution or a geological survey with the definite article (The) as part of the official name, e.g. The Geological Society of South Africa, The American Association of Petroleum Geologists or The Geological Survey of Denmark and Greenland, the article is dropped.

Order

The citation order of publisher/issuer and location varies in accordance with the status of the work as (**A**) *published* or (**B**) *unpublished*. In published works, e.g. books, the location is placed first; in unpublished works, e.g. most university theses, the name of the location is placed last (see next page).

(**A**) Published works

In books and other published works, including maps the form is:

..... 312 pp. Cambridge: Cambridge University Press.
..... 294 pp. Copenhagen: Gyldendalske Boghandel, Nordisk Forlag A/S.
..... 555 pp. London: Macmillan and Co. Limited.

If the precise location of the publisher/issuer is not evident from the name, additional information is needed. For instance, towns/cities of the same name occur on different continents: Cambridge and London are two examples.

..... 64 pp. Cambridge, Massachusetts: Pelican Publishing Co.
..... 85 pp. Fort Eustis, Virginia: United States Army Transportation Board.
..... 24 pp. London, Ontario: Lake Superior Press.
..... 48 pp. Priddis, Alberta: Barker Publishing Ltd.

In *serial works* that are not clearly identifiable by their titles (both local and international issues), the name and location of the publisher must be given at the end of the citation, e.g.

Local publications

..... Geologi i Grønland **2**, 80 pp. København: Grønlands Geologiske Undersøgelse.
..... Kort fortalt **4**, 32 pp. København: Danmarks Geologiske Undersøgelse.
..... New concepts in global tectonics **2**, 14 pp. Higgins, Canberra: Dong Choi.

International publications

..... Geology of North America **L**, 211–226. Boulder, Colorado: Geological Society of America.
..... Handbook of exploration geochemistry **4**, 119–138. Amsterdam: Elsevier.
..... International Series in Earth Sciences **35**(1, 2), 1205 pp. Oxford: Pergamon.

(**B**) Unpublished works

In theses and other unpublished works, including maps the form is:

..... 313 pp. Unpublished Ph.D. thesis, Queens University, Kingston, Canada.
Cambourne School of Mines, U.K.
University of Washington, Seattle, USA.
Uppsala Universitet, Sverige.

..... 15 pp. Unpublished report, J.C. Sproule & Associates, Calgary, Canada.
Subiaco Mining, Perth, Australia.
Control Data Corporation, Minneapolis, USA.
Københavns Universitet, Danmark.

Supplementary information, e.g. language, dual publication outlets, electronic forms, etc.

Additional information that helps to clarify the nature and availability of the work and could be useful in identification can be given in parenthesis at the end of the reference.

Language

The titles of works in languages such as Russian, Japanese and Arabic, are cited in English. It is of paramount importance that the correct source of the paper is given, including the information that the title is a translation. Put the original language in parenthesis, e.g. (in Russian).

Ivanova, T.N. 1963: Apatite deposits of the Khibina tundras, 287 pp. Moscow: Gosgeoltekhizdat (in Russian).

Minato, M. & Hunahashi, M. 1982: Crustal structure of the deep sea. In: Hoshino, M. & Shibasaki, T. (eds): Geology of Japan Sea, 21–32. Tokyo: Tokai University Press (in Japanese with English abstract).

For dual language texts and Danish titles with sections in other languages, see p. 36.

Dual publication outlets

Some publications have more than one publication outlet, e.g. issues 1–114 of *Bulletin Grønlands Geologiske Undersøgelse* were also published in *Meddelelser om Grønland.* It can be useful to the reader to state any alternative source for easier access to the paper.

Trettin, H.P. (ed.) 1991: Geology of the Innuitian Orogen and Arctic Platform of Canada and Greenland. Geology of Canada **3**, 569 pp. + map vol. Ottawa: Geological Survey of Canada (also The geology of North America **E**, Geological Society of America).

Electronic publication forms

An increasing number of data sources cited in scientific publications are in electronic form. In some cases this can be seen directly from the name of the publication outlet, e.g. CD-ROM series. If not, the information that the publication is other than traditional printed form, must be given in parenthesis.

Verhoef, J., Macnab, R., Roest, W., Arjani-Hamed, J. & the project team 1996: Magnetic anomalies of the Arctic and North Atlantic oceans and adjacent land areas. GAMMAA5 (Gridded Aeromagnetic and Marine Magnetics of the North Atlantic and Arctic, 5 km). Geological Survey of Canada Open File **3125a** (CD-ROM).

Issue date

In rare cases, the printing/copyright date can be different from the date of issue. This information may be useful for searches in databases.

Geldsetzer, H.H.J., James, N.P. & Tebbutt, G.E. (eds) 1988: Reefs, Canada and adjacent areas. Canadian Society of Petroleum Geologists Memoir **13**, 775 pp. (issued 1989).

Extra identification numbering

The recommended citation form of some publications includes an identification number that can be helpful in retrieving the publication from a database.

Lichtenberger, G.J. 1990: Pressure buildup test results from horizontal wells in the Pearsall Field of the Austin Chalk. In: Formation evaluation and reservoir geology. Society of Petroleum Engineers Annual Technical Conference and Exhibition, New Orleans, USA, 23–26 September, 1990. Proceedings, 835–850 (SPE Paper 20609).

Depository information

In unpublished works, and in cases of rare documents, where the depository is not obvious from the title or affiliation or the work, or is defunct, depository information must be given in parenthesis. Identification or catalogue numbers are vital.

Lind, M. 1980: Scheelitprospektering i Forsblads Fjord, Alpefjord, Jelsdal, Ymers Ø og Kalkdal, 43 pp. Unpublished report, Nordisk Mineselskab A/S, København, Danmark (in archives of Geological Survey of Denmark and Greenland, GEUS Report File 20712).

Combination of references

In some cases it is practical to combine references. This is permissible where a comprehensive work, with one title and one authorship, is composed of a number of parts released in the same publication outlet. The practice is used frequently in referring to systematic palaeontological monographs, for example dealing with one class of fossils, which is split into three or more integral parts and dated over many years. The example given below has four parts.

Briart, A. & Cornet, F.-L. 1870–1887: Description des fossiles du Calcaire grossier de Mons. Gastéropodes. Mémoires courronnés et Memoires et des Savants Étrangers, Académié Royale des Sciences, des Lettres et des Beaux-Arts de Belgique, 1870: **36**, 76 pp.; 1873: **37**, 94 pp.; 1877: **43**, 72 pp.; 1887: **47**, 128 pp.

These types of references cannot be dealt with adequately by EndNote; hence some manual work is always needed to get these references into shape.

Reference types

The GEUS reference types are described below in 8 categories, so designed that the reader can easily find a particular type of reference. Each category is illustrated by several examples that are chosen to display the range of variations normally encountered. The chosen titles are purposely other than DGU, GGU and GEUS titles, since the publication ranges of these institutions form part 5 of this report. The 8 categories also form the basis of the GEUS computer reference programme (see part 4).

A. Articles in journals, periodicals, serials, etc.
B. Authored books or booklets, pamphlets and serial volumes
C. Edited books, booklets, pamphlets and serial volumes (incl. compiled/convened, etc.)
D. Section of non-serial and serial books, reports, etc. (edited/authored)
E. Maps and map descriptions
F. Unpublished reports and maps
G. Conferences, symposia, congress proceedings, etc.
H. Theses

A. Articles in journals, periodicals, serials, etc.

The reference includes journal name in full, volume number/identification (in **boldface**) and any issue (section) number which is put in parenthesis after the volume identification without a space.

Note that volume identification can be by other than number; see Fuchs (1963) below. Occasionally, volumes/numbers of journals have special editors; see Menzies (1982), Tadi (1991) and Selinius *et al.* (1996) below. In little-known serials, the name and location of the publisher/issuer must be given; see Cherkasov (1997) below.

Casari, L. 1996: Ore mineralogy, textures and trace-element distribution at Raibl carbonate-hosted lead-zinc deposit, Tarvisio, Italy, with reference to treatment. Transactions of the Institution of Mining and Metallurgy (Section B: Applied earth science) **105**, B144–149.

Cherkasov, R.F. 1997: The drift of the Earth's subcore and tectonic evolution. New concepts in global tectonics **3**, 16–21. Higgins, Canberra: Dong Choi.

Fuchs, V. 1963: The qualities of an explorer. Geographical Magazine **August 1963**, 205–215.

Karczewski, L. 1980: Devonian gastropods from the Góry Swietokrzyskie. Biuletyn Instytutu Geologicznego **323**, 41–55.

Koppelhus, E.B. 1991: Palynology of the Lower Jurassic Rønne Formation on Bornholm, eastern Denmark. Bulletin of the Geological Society of Denmark **39**(3–4), 91–110.

Menzies, A.W. 1982: Crustal history and basin development of Baffin Bay. In: Dawes, P.R. & Kerr J.W. (eds): Nares Strait and the drift of Greenland: a conflict in plate tectonics. Meddelelser om Grønland Geoscience **8**, 295–312.

Pedersen, A.K. *et al.* 1996: Stratigraphy of Early Tertiary East Greenland flood basalt province between latitudes 68° and 70° N. EOS, Transactions, American Geophysical Union **77**(Supplement), F839 only.

Selinius, O., Frank, A. & Smedley, P.L. 1996: Biogeochemistry and metal biology. In: Appleton, J.D., Fuge, R. & McCall, G.J.H. (eds): Environmental geochemistry and health with special reference to developing countries. Geological Society Special Publication (London) **113**, 183–193.

Sobolev, V.S. & Florensov, N.A. 1948: Genesis of the Botogol graphite. Sovietskaiya Geologiya **32**(1), 29–35 (in Russian).

Tadi, R. 1991: Origin of rhythmical bedding in Middle Miocene siliceous rocks of the Onnagawa Formation, northern Japan. In: Fischer, A.G. & Bottjer, D.J. (eds): Orbital forcing and sedimentary sequences. Journal of Sedimentary Petrology **61**(7), 1123–1145.

Troelsen, J.C. 1951: Den frankliniske (Nordgrønlandske) geosynklinale udvikling i ældre Palæozoiske tid. Meddelelser fra Dansk Geologisk Forening **12**, 162 only.

van Breemen, O., Aftalion, M. & Allaart, J.H. 1974: Isotopic and geochronologic studies on granites from the Ketilidian mobile belt of South Greenland. Geological Society of America Bulletin **85**(3), 403–412.

B. Authored books or booklets, pamphlets and serial volumes

Two or more volume works should be so specified; pagination is either by volume or consecutive throughout; see Adams & Adams (1858) and Geikie (1903) below. Second and later editions should also be stated as this information can be vital, e.g. page quotations.

Note that where a series is not clearly defined by its title, include name and location of publisher; see Ramdohr (1980) on next page. Some map descriptions, as well as theses, can be part of numbered serial volumes; see Trendall (1965), Winsnes (1988) and Nielsen (1994) on next page.

Books and booklets

Adams, H. & Adams, A. 1858: The genera of Recent Mollusca arranged according to their organisation **1, 2, 3**, 484 pp., 661 pp. + plate vol. London: John van Voorst.

Ahnert, F. 1962: The physical environment of Nyeboe Land, North Greenland, 85 pp. Fort Eustis, Virginia: United States Army Transportation Board.

de Sitter, L.U. 1956: Structural geology, 552 pp. New York: McGraw-Hill Publishing Company Limited.

Geikie, A. 1903: Text-book of geology, 4th edition **1, 2**, 1472 pp. London: Macmillan and Co. Limited.

Harland, W.B., Armstrong, R.L., Cox, A.V., Craig, L.E., Smith, A.G. & Smith, D.G. 1990: A geologic time scale 1989, 263 pp. Cambridge: Cambridge University Press.

Ivanova, T.N. 1963: Apatite deposits of the Khibina tundras, 287 pp. Moscow: Gosgeoltekhizdat (in Russian).

Kerr, J.W. 1990: Frank Slide, 48 pp. Priddis, Alberta: Barker Publishing Ltd.

Pettijohn, F.J., Potter, P.E. & Siever, R. 1987: Sand and sandstones, 2nd edition, 533 pp. New York: Springer-Verlag.

Pamphlets

grønArctic Energy Inc. 1996: Corporation profile January 1996, 20 pp. Calgary: grønArctic Energy Inc.

Minerals Office 1997: Annual report 1996 on mineral resources activities, 40 pp. Nuuk: Minerals Office, Government of Greenland.

Ministry of Environment and Energy 1997: Spatial planning in the coastal zone of Denmark, 20 pp. Copenhagen: Ministry of Environment and Energy.

Platinova A/S 1996: Third quarter report, 2 pp. Toronto: Platinova A/S.

Skov og Naturstyrelsen 1997: Grønt regnskab 1996 for Frederiksborg, Fussingø, Haderslev og Lindet statsskovdistrikter, 24 pp. København: Skov- og Naturstyrelsen.

Serial volumes

GSWA 1990: Geology and mineral resources of Western Australia. Geological Survey of Western Australia Memoir **3**, 827 pp. + map vol.

Holland, C.H. *et al.* 1978: A guide to stratigraphical procedure. Geological Society Special Report (London) **11**, 18 pp.

Nielsen, A.A. 1994: Analysis of regularly and irregularly sampled spatial, multivariate, and multitemporal data. Institute of Mathematical Modelling Ph.D. Thesis **6**, 213 pp. Lyngby: Technical University of Denmark.

Ramdohr, P. 1980: The ore minerals and their intergrowths, 2nd edition. International Series in Earth Sciences **35**(1, 2), 1205 pp. Oxford: Pergamon.

Trendall, A.F. 1965: Explanation of the geology of sheet 44 (Magoro), 1:100 000. Geological Survey of Uganda Report **11**, 28 pp.

Winsnes, T.S. 1988: Geological map 1:1 000 000. Bedrock map of Svalbard and Jan Mayen. Norsk Polarinstitutt Temakart **3**, 12 pp.

C. Edited books, booklets, pamphlets and serial volumes (incl. compiled/convened, etc.)

'Ed.' is used for single editor volumes, 'eds' (without a full stop) for multiple. All other titles are written in full. When there are more than 10 editors, compilers, etc. reduce to the *et al.* form.

Note that where a series is not diagnostically defined by its title, include name and location of publisher; see Trettin (1991) below. This category includes conference/symposium proceedings where there is a well-defined subject title to the volume, and published either as a book (see Carey 1958 below) or a serial volume (see Kay 1969 below).

When using the EndNote database, errors will arise in 'convener' and 'compiler' references, but these can be easily dealt with automatically using a macro.

Edited books, booklets, pamphlets, incl. compiled/convened, etc.

Anhaeusser, C.R. & Maske, S. (eds) 1986: Mineral deposits of southern Africa **1, 2**, 2335 pp. Johannesburg: Geological Society of South Africa.

Carey, S.W. (convener) 1958: Continental drift. A symposium, 363 pp. Hobart: University of Tasmania.

Craig, G.Y. (ed.) 1965: The geology of Scotland, 556 pp. Edinburgh: Oliver & Boyd.

Hertling, K., Hesselbjerg, E., Klitgaard, S., Munck, E. & Petersen, O. (eds) undated: Greenland – past and present, 370 pp. Copenhagen: Edvard Henriksen.

Hopeful, A. (compiler) in press: The geology of the Earth and other planets, 6th edition, 20 pp. London: Ambitious Publications.

Edited serial volumes and other issues

Kay, M. 1969: North Atlantic – geology and continental drift. A symposium. American Association of Petroleum Geologists Memoir **12**, 1082 pp.

Rosenstand, E. (ed.) 1997: Canada, in brief. **November 1997**, 4 pp. Copenhagen: Canadian Embassy.

Thurston, P.C., Williams, H.R., Sutcliffe, R.H. & Stott, G.M. (eds) 1991: Geology of Ontario. Ontario Geological Survey Special Volume **4**(1, 2), 1527 pp. + map vol.

Trettin, H.P. (ed.) 1991: Geology of the Innuitian Orogen and Arctic Platform of Canada and Greenland. Geology of Canada **3**, 569 pp. + map vol. Ottawa: Geological Survey of Canada (also The geology of North America **E**, Geological Society of America).

D. Section of non-serial and serial books, reports, etc. (edited/authored)

Omit all numbers referring to the section or chapters; just give page numbers. Sections in authored non-serial books are often appendices; omit reference to this or the numbering thereof. The style for sections of serial books is close to that for journals, periodicals, etc. (category **A**), except that here the location and publisher (in that order) always conclude the citation.

Note that this category includes conference proceedings where there is a well-defined subject title to the volume that may name the conference/symposium origin (see Moinier 1993 below) or not (see Hamberg 1990 and Nørgaard-Pedersen 1991, 1992 below). Occasionally, some serials publish anniversary volumes as special issues which are not part of the series, i.e. they have no volume number. Such volumes are treated as non-serials; see Heath (1981) below.

The difference between edited/authored is managed by the EndNote database in using Secondary author as 'Editor' and Tertiary author as 'Author' (Table 1, p. 50).

Section of edited non-serial books, reports, etc.

Hamberg, L. 1990: The pre-basaltic Upper Cretaceous–Tertiary sediments of the Kangerdlugssuaq area: evidence of submarine syn-rift deposits. In: Brooks, C.K. (ed.): Kangerdlugssuaq studies: processes at a rifted continental margin, 46–55. Copenhagen: Geologisk Centralinstitut.

Heath, G.R. 1981: Ferromanganese nodules of the deep sea. In: Skinner, B.J. (ed.): Economic geology. Seventy-fifth anniversary volume, 1905–1980, 736–765. El Paso, Texas: Economic Geology Publishing Company.

Johnson, G.A.L. 1973: Closing of the Carboniferous sea in western Europe. In: Tarling, D.H. & Runcorn, S.K. (eds): Implications of continental drift to the earth sciences **2**, 843–850. London: Academic Press.

Minato, M. & Hunahashi, M. 1982: Crustal structure of the deep sea. In: Hoshino, M. & Shibasaki, T. (eds): Geology of the Japan Sea, 21–62. Tokio: Tokai University Press (in Japanese with English abstract).

Moinier, B.M. 1993: Salt in Europe: historical aspects and economic outlook. In: Kakihana, H. *et al.* (eds): Seventh symposium on salt **1**, 29–45. Amsterdam: Elsevier.

Nørgaard-Pedersen, N. 1991: A sedimentological approach to the Paleocene coastal environments at Kulhøje, East Greenland. In: Brooks, C.K. & Stærmose, T. (eds): Kangerdlugssuaq studies. Processes at a rifted continental margin, 53–58. Copenhagen: Geologisk Centralinstitut.

Nørgaard-Pedersen, N. 1992: Delta sequences and initial volcanism in the Paleocene Kangerdlugssuaq Basin, East Greenland. In: Brooks C.K., Hoch, E. & Brantsen, A.K. (eds): Kangerdlugssuaq studies. Processes at a rifted continental margin III, 24–31. Copenhagen: Geologisk Museum.

Reinson, G.E. 1984: Barrier-island and associated strandplain systems. In: Walker, R.G. (ed.): Facies models, 2nd edition, 119–140. Ontario: Geological Association of Canada.

Smith, D.B. 1980: The shelf-edge reef of the Middle Magnesian Limestone (English Zechstein Cycle 1) of north-eastern England – a summary. In: Füchtbauer, H. & Peryt, T. (eds): The Zechstein Basin with emphasis on carbonate sequences, 3–6. Stuttgart: Schweizerbart'she Verlagsbuchhandlung.

Section in authored non-serial books (often an appendix)

Haughton, S. 1859: Geological account of the Arctic Archipelago, drawn up principally from the specimens collected by Captain F. L. M'Clintock, R.N., from 1849 to 1859. In: M'Clintock, F.L.: The voyage of the 'Fox' in the Arctic seas. A narrative of discovery of the fate of Sir John Franklin and his companions, 372–399. London: John Murray.

Schei, P. 1904: Preliminary account of the geological investigations made during the Second Norwegian Polar Expedition in the 'Fram'. In: Sverdrup, O.: New Land. Four years in the Arctic regions **2**, 455–466. London: Longmans, Green and Co.

Toula, F. 1874: Allgemeine Uebersicht der geologischen Beschaffenheit Ostgrönlands. In: Koldewey, K.: Die zweite Deutsche Nordpolfahrt in den Jahren 1869 und 1879 unter Führung des Kapitän Karl Koldewey **2**(3), 475–480. Leipzig: E. A. Brockhaus.

Section in edited serial books

Clark, D.L. 1981: Geology and geophysics of the Amerasian Basin. In: Nairn, A.E.M., Churkin, M. & Stehli, F.G. (eds): The Arctic Ocean. The ocean basins and margins **5**, 599–634. New York: Plenum Press.

Ottesen, R.T. & Theobald, P.K. 1994: Stream sediments in mineral exploration. In: Hale, M. & Plant, J.A. (eds): Drainage geochemistry. Handbook of exploration geochemistry **6**, 147–184. Amsterdam: Elsevier.

Trettin, H.P. 1989: The Arctic Islands. In: Bally, A.W. & Palmer, A.R. (eds): The geology of North America; an overview. The geology of North America **A**, 349–370. Boulder, Colorado: Geological Society of America.

E. Maps and map descriptions

Maps can be solitary or part of a series; in the latter case they usually bear a geographic name and a number. Both are vital in citation, as is map scale. *If the scale is not part of the title of the map it must be stated, and the number of maps must be given if more than a single sheet.* Include location of the publisher/ issuer when available; in rare cases it is not stated; see Tysdal & Thorman (1983) below.

Note that descriptions accompanying maps can be part of a numbered series and have that citation form; see Trendall (1965) and Winsnes (1988) under category **B**, p. 20.

Maps

Frisch, T. 1984: Geology, Makinson Inlet, District of Franklin, Northwest Territories, map 1573A, 1:250 000. Ottawa: Geological Survey of Canada.

IGS 1979: Geological map of the United Kingdom, North, 3rd edition Solid, 1:625 000. Southampton: Ordnance Survey for the Institute of Geological Sciences.

Sigmond, E.M.O., Gustavson, M. & Roberts, D. 1984: Berggrunnskart over Norge, 1:1 000 000. Oslo: Norges Geologiske Undersøkelse.

Swager, C. & Griffin, T. 1990: Geology of the Archaean Kalgoorlie Terrane, 1:250 000, 2 maps. Perth: Geological Survey of Western Australia.

Tysdal, R.G. & Thorman, C.H. 1983: Geological map of Liberia, 1:1 000 000. Miscellaneous investigation series, Map I-1480. U.S. Geological Survey and the Liberian Geological Survey.

Map descriptions

Brandon, A. 1989: Geology of the country between Hereford and Leominster. Memoir for 1:50 000 geological sheet 198 (England and Wales), 62 pp. Keyworth: British Geological Survey.

Elias, M., Bunting, J.A. & Wharton, P.H. (compilers) 1982: Glengarry, Western Australia, 1:250 000 geological series – Explanatory notes, 27 pp. Perth: Geological Survey of Western Australia.

F. Unpublished reports and maps

It is necessary to give sufficient information for the reader to acquire a copy of the report. Name and location of issuing body are essential. Depository information can always be added

and is vital in those cases where the issuing body is no longer in existence; see e.g. Thomassen & Schönwandt (1981) below. State any identification number.

Unpublished reports

Bremner, C.S.J. 1942: Aerial reconnaissance of the southern margin of the Fitzroy Basin, Western Australia, 25 pp. Unpublished report, Caltex (Australia) Oil Development Pty Ltd.

Kryolitselskabet 1986: Ground geophysical survey in the Ivigtut area in Greenland, June–August of 1986, 23 pp. + 4 data vol. Unpublished report, Finnprospecting Ky for Kryolitselskabet Øresund A/S, Copenhagen, Denmark (in archives of the Geological Survey of Denmark and Greenland, GEUS Report File 20214).

Lillestrand, R.L. 1969: Interim report on Project Nord-1969: position of Kaffeklubben Island, 31 pp. Unpublished report, Control Data Corporation, Minneapolis, USA (in archives of the Geological Survey of Denmark and Greenland, Copenhagen, Denmark).

Thomassen, B. & Schönwandt, H.K. 1981: Prospecting for Cu-Pb-Zn-Ag-Au in the Upper Permian sediments and Devonian volcanics of East Greenland, 100 pp. + map vol. Unpublished report, Nordisk Mineselskab A/S, Copenhagen, Denmark (in archives of the Geological Survey of Denmark and Greenland, GEUS Report File 20702).

Unpublished maps

Davies, W.E. 1984: The glacial geology of northern Greenland, 1:250 000. Unpublished map sheets, United States Geological Survey, Washington D.C. (in archives of the Geological Survey of Denmark and Greenland, Copenhagen, Denmark).

G. Conferences, symposia, congress proceedings, etc.

Page numbers come last: indicate if the article is restricted to a single page, e.g. '131 only'. Standardise date, month and year information to the following format: 26–30 September, 1992. State country if not otherwise obvious from the venue details; see Kujansuu (1969) below, where title page has only 'Lyngby'.

Note that proceedings of conferences, symposia, etc. can be published in a variety of forms. When there is a well-defined subject title to the volume, and the meeting venue is not *critical* for identification of the work, the citation follows categories of edited books and serial volumes; see Carey (1958), Kay (1969) and Moinier (1993) in categories **C** and **D**, pp. 20, 21.

Christie, R.L., Cook, D.G., Nassichuk, W.W., Trettin, H.P. & Yorath, C.J. 1972: The Canadian Arctic Islands and the Mackenzie region. 24th International Geological Congress, Montreal. Excursion **A 66**, 146 pp.

Cox, S.F. 1994: Deformational controls on the dynamics of fluid migration and ore genesis in metamorphic environments. 12th Australian Geological Convention, Perth, 26–30 September, 1994. Geological Society of Australia Abstracts **37**, 74–75.

Dam, G. & Sønderholm, M. 1994: Sedimentological evolution of an incised valley system, Lower Paleocene Quikavsak Member, Nuussuaq, West Greenland. AAPG Annual Convention, Denver, Colorado, 12–15 June, 1994. Program with abstracts, 131 only.

Habermehl, M.A. 1989: Hydrogeology of the Great Artesian Basin, Australia. 28th International Geological Congress, Washington D. C., 9–19 July, 1989. Abstracts **2**, (2)2–3.

Kujansuu, R. 1969: On the landslides in Finnish Lapland. IX Nordiske geologiske vintermøde, Lyngby, Copenhagen, Denmark, 5–7 januar, 1970. Program og resumeer af foredrag, 51 only.

H. Theses

It is important to give the name and location of the sponsoring institution and, if specified, the type of thesis, e.g. Ph.D., cand. scient., etc.

Note that some unpublished theses are composed of a short text plus one or more separately paginated articles; see Samuelsson (1997) below. Theses can also appear in a number of published forms, e.g. books, also in named thesis series; see Nielsen (1994) under category **B**, p. 20.

Andersen, L.S. 1974: Rapport over geologien mellem Frederikshåbs Isblink og Quvnilik Fjord – Vestgrønland **1, 2**, 295 pp. Unpublished thesis, Københavns Universitet, Danmark.

Carmichael, A.J. 1988: The tectonics and mineralisation of the Black Angel Ph-Zn deposits, central West Greenland **1, 2**, 369 pp. Unpublished B.Sc. thesis, Goldsmith's College, University of London, U.K.

Colvine, A.G. 1974: The petrology and genesis of sulphide-related alteration at the Temagami Mine, 205 pp. Unpublished Ph.D. thesis, University of Western Ontario, London, Canada.

Marcussen, C. 1981: En palæomagnetisk undersøgelse af Zig-Zag Dal Basalt Formationen og Midsommersø-doleriterne, Peary Land regionen, det østlige Nordgrønland, 152 pp. Unpublished cand. scient. thesis, Aarhus Universitet, Danmark.

Samuelsson, J. 1997: Early Neoproterozoic ecosystems in the North Atlantic region – integrated palaeobiological, biostratigraphic and geochemical studies, 28 pp., 4 articles. Unpublished doctoral dissertation, Uppsala University, Sweden.

Order of citation in the reference list

The order of references in GEUS publications varies according to the language used. In publications in Danish the letters Æ, Ø and Å naturally follow Z; in the *scientific series and other publications in English*, international conventions apply, i.e. the Danish letters Æ, Ø and Å are treated as AE, O and A, and the Faeroese and Icelandic letters ð and þ are treated as d and th respectively (Council of Biology Editors 1994). The same applies to other European languages, e.g. ç as c. Diacritical marks, accents etc. are ignored, and ligated letters are treated as if not ligated.

A name like MacKenzie may also be spelled M'Kenzie, McKenzie, M^{c}Kenzie or Mackenzie; they are all sorted as if the spelling were MacKenzie.

Sorting rules

1. Alphabetically by the first author's surname.
2. Papers by one author: two or more papers are arranged chronologically.
3. Papers by two authors: alphabetically after the second author's name. Two or more papers by the same two authors: chronologically.
4. Papers by three or more authors: chronologically. Papers from the same year are arranged alphabetically after the second, third, etc. author's name.

Papers by the same author(s) from the same year are distinguished by adding the letters a, b, c, etc. ordered downwards. The ordering in the reference list corresponds to the citation in the text: the first-mentioned reference in the text receives a, the next b, and so on.

Sample list

The sample list given below relates to publications *in English*, seen by the positioning of Æbeløe, Ågaard, Håkansson, Mikkælsen and Ødum.

Abel, L. 1962:
Æbeløe, K. 1994:
Ågaard, B. 1950:
Andersen, F. 1985:
Andersen, F. (ed.) 1986:
Andersen, F. *et al.* 1982: (more than 10 authors, therefore reduced to *et al.*)
Andersen, I. 1972:
Anderson, B. 1997:
Anderson, B. & Hansen, J. (conveners) 1954:
Anderson, C. & Hansen, J. 1990:
Anderson, C. & Olsen, D. 1954:
Anderson, C., Madsen, P., Larsen, O. & Toft, K. 1962:
Anderson, C., Clausen, G. & Pedersen, B. 1972:
Anderson, C. *et al.* 1985:
Anderson, C., Clausen, G., Møller, P., Rasmussen, R. & Johansen, B. 1990a:
Anderson, C., Jørgensen, P. & Simonsen, L. 1990b:
Anderson, C., Andersen, A. & Bertelsen, J. (organisers) 1994:

} 3 or more authors ordered chronologically

de Mylius, J. 1958:
Deigaard, H.D. 1942:
Håkansson, R. 1997:
Hanson, C. & Pedersen, P. 1995:
Hanson, C.P. (compiler) 1967:
Hansson, K. 1898:
McDonald, A. 1800: (sorted as MacDonald)
MacDouglas, J. 1996:
M'Kenzie, O. 1996: (sorted as MacKenzie)
Mikkælsen, A. 1974:
Mikkelsen, C. 1960:
Oder, S. 1982:
Ødum, P. 1936:
Oleson, I. 1965a:
Oleson, I. 1965b:
Oleson, I. 1965c:
van Breemen, O. 1982:
Vandgaard, B. *et al.* (eds) 1982: (more than 10 editors, therefore reduced to *et al.*)
Ziegler, A. 1970:

Part 2. Standards for reference citation in the text

The rule is that the full source of each citation in the text must be readily found in the reference list. This may seem obvious, but our experience shows that it isn't so to many authors.

Single citations

Citations in the text are in the form of author(s) and year (consistent with the reference list, i.e. without a comma). Author(s) and year are placed either wholly in parenthesis, e.g. (Jørgensen 1974) and (Clausen & Pedersen 1978) or partly, e.g. Jameson (1981) and Rasmussen & Thomsen (1990) depending on the context. For more than two authors or editors, the form '*et al.*' is used after the first-named author/editor, e.g. (Simonsen *et al*. 1985) or Thygesen *et al.* (1992). For special cases where the author is anonymous, see next page.

If there is more than one Jensen cited from the same year, then use the author's initials to distinguish, e.g. A. Jensen (1992) and S.B. Jensen (1992).

However, references break up the text and too many can interrupt the continuity of the sentence (see part 3). Use qualifiers sparingly. If it is necessary to qualify the citations, then explain in the text rather than use such abbreviations as 'cf.', 'e.g.', 'i.e.', 'viz.'.

Combined citations

In cases where several references are combined, for example as in palaeontological monographs published over a number of years by the same author(s), the following form is used with a dash (kort tankestreg) between dates, Briart & Cornet 1870–1887 (see 'Combination of references', p. 17).

Group citations

Cited papers by different authors are separated by a semicolon; two or more papers by the same author(s) are separated by commas. Citations are placed chronologically and then alphabetically, e.g. (Sørensen 1920; Andersen, B. 1967; Andersen, F. 1967, 1968, 1980; Frederiksen 1967; Danielsen 1986; Frederiksen *et al.* 1990; Asgaard 1996; Danielsen & Bisgaard 1996).

Citations of two or more papers by the same author(s) from any one year are differentiated by the use of small letters: a, b, c, etc., appended to the publication year, e.g. Thomsen (1985a, b, c) and (Christiansen *et al.* 1995a, b, c). The identifying letters correspond to the order in which the references appear in the text and naturally correspond to the order in the reference list (see p. 25).

‘In’ citations

When citing specific information from within a work where the source is other than the named author/editor, use the ‘in’ form, e.g. P. Axelsen (in: Magnussen *et al*. 1962, p. 53) points out that ..... (see following section for page quotation).

Quotation of page numbers, figures, tables, plates, appendices, etc.

Always strive to help the reader; therefore give page numbers where they will be helpful. This particularly applies to monograph and book references. If you are quoting direct, then a page number is obligatory, enabling the reader to find the source easily, e.g. (Clausen 1979, p. 212). If the quotation involves more than one page, use the form (Jensen 1960, pp. 132–134). If the work quoted has two or more volumes, then the citation must take this into account, e.g. Henriksen (1965, vol. 2, pp. 38–39).

When referring to a particular figure, table, plate or appendix in the referenced paper, then use lowercase letters to distinguish them from figures, tables, plates and appendices in own paper, e.g. Møller (1985, fig. 4), (Rasmussen 1956, table 2) or Thomassen (1956, app. 5). If several figures, plates or tables are referred to, use the form Christiansen (1960, figs 2, 6, 8, 9); if the figures etc. are consecutive, use a dash (kort tankestreg), e.g. Espersen (1840, figs 10–15). When reference is made to more than one category, then adhere to the sequence figure–table–plate–appendix using the form Bastiansen (1936, table 3, app. 5).

A figure, table or plate quoted can be composite, i.e. made up of several numbered/lettered parts. If reference is made to lettered parts of a composite figure, use the form Magnussen (1920, fig. 5a, b). Many palaeontological plates are composed of several numbered parts, traditionally called figures; in such cases use a hyphen (bindestreg) to join the parts of the citation, e.g. Simonsen (1980, plate 2 - figs 1a, b). Note the plural form figs.

Composite names

Small letters are retained in composite names such as van Breemen, van der Stijl, de Freitas, de la Meer and grønArctic Energy Inc., e.g.

..... Rb-Sr whole-rock data published by van Breemen *et al.* (1974)
..... but none were of commercial interest (van Breemen *et al.* 1974).

An exception is after a full stop at the end of a sentence, e.g.

..... in terms of our recent findings. Van Breemen *et al.* (1974) analysed both .....

Anonymous and non-personal citations

When quoting an unauthored work, for example a leader article in a journal or newspaper, the word ‘anonymous’ can be used, e.g. Anonymous (1984). Otherwise the name of the

publication outlet, institution/organisation, company, etc. – or an abbreviation or acronym of it – can be used, for example DGU (1924); Rio Tinto Mining Company (1992); MINEX (1994); NASA (1994).

Personal communication and unpublished data

For written or oral communications of information and data that are otherwise not available, the *initials* and *surname* of the informant and the *date* must be given, e.g. (S.P. Petersen, personal communication 1992) or (unpublished data; R.L. Clausen, personal communication 1972). If two persons have supplied the same information, then use the plural form: 'personal communications'. These forms of data source should be used sparingly. Other forms of private communications are not encouraged, but there may be rare cases where other than a person can be quoted as source, for instance a company or institute (Platinova A/S, written communication 1995). Personal communications and citations of unpublished data are restricted to the text, i.e. *not placed in the reference list*.

Unpublished works

Citations of unpublished works, i.e. theses, reports, documents, etc., which can be made available on request, are made in the usual manner, with the *full* citation placed in the reference list (see categories **F** and **H**, pp. 22–24: 'Unpublished reports and maps' and 'Theses').

'In press' and 'in prep.' citations

The distinction between papers 'in prep.' and 'in press' should be clear, but is often confused. Manuscripts submitted to a publication outlet *but not yet accepted* cannot be considered part of the literature, and *are not placed* in the reference list. Papers accepted for publication are 'in press'; existing manuscripts not yet accepted by a publication outlet or that are under review are 'in prep.'. Avoid relying on the 'in prep.' form since it far too often refers to work 'not yet written' and hence commonly never reaches publication. Rephrase the text to accommodate the information or simply state that the data are unpublished, and give the full name of the source (see under 'Personal communication and unpublished data' above).

'In press' papers are placed in the reference list since the publication outlet is known; 'in prep.' papers *do not figure* in the reference list. Don't guess that your paper will be accepted by a particular outlet (if you haven't already been surprised on this score, the odds are that in time you will be). Don't confuse by giving spurious citations or citations that are not 100% correct and watertight. If in doubt, treat the paper as 'in preparation' and avoid the reference list: bear a thought for others who will waste time looking for a rejected paper.

Naturally, the category of 'in press' and 'in prep.' papers may change during the processing of a manuscript. Hence it is the author's responsibility to assess the status of such papers during the production stages of the GEUS publication and, when necessary, make the appropriate changes in the text and in the reference list.

Use of *op. cit.* and *loc. cit.*

Of the Latin bibliographic abbreviations that refer to citations, *op. cit.* and *loc. cit.* are perhaps the most common found in scientific publications.

Op. cit. = opere citato = in the work quoted.
Loc. cit. = loca citato = in the place cited.

In this age of electronic text processing, the use of these terms and others (e.g. *idem* or *i.d.* = the same) can be fraught with danger. Rearrangement of text blocks in manuscripts can leave these reference forms stranded without connection to the initial citation or, worse still, unintended connection to a spurious citation.

Therefore, these types of citations are not accepted in GEUS publications – always use the full reference.

Part 3. Tips on reference citation

Use references thoughtfully and sparingly

A prefatory remark to this report is that original research builds on the work of others, and that it is the author's duty to quote accurately relevant sources of information. At the same time it should be remembered that prose is never improved by the insertion of references, wherever they are placed. Avoid inserting references in more than one place in a sentence; as a general rule put references at the end of a sentence.

Avoid also repeating the same reference in adjoining sentences. If you are summarising or paraphrasing part(s) of a publication, tell the reader that you are doing so. This can be done in the opening sentence of the paragraph or section giving the relevant reference. It is not necessary to overweight each sentence or pepper the text with the same reference(s).

The critical question, of course, is the degree to which references of previous or concurrent work are necessary. Relevant background sources are always required in reporting the results of original research in order that the reader can judge and understand your contribution to science, but avoid *long* lists of references pertaining to well-documented phenomena. But it can be practical to refer to review articles and the references therein, instead of giving a cumbersome listing of original sources. Space is also an important consideration in modern publications.

Referencing: a balance

All papers truly central to the specific theme of research should be acknowledged. The balance between negligence to give credit to previous authors, and an adequately referenced article is very difficult to define precisely: there exists no common consensus. What can be said, however, is that the literature contains clear examples of papers where the downplaying and misrepresentation of other people's contributions or results have taken place. Similarly alarming is the use of citations of papers in support of an argument, when in fact on close scrutiny the conclusions of the cited paper are opposed.

There are also far too frequent examples of reference lists crowded with the papers by selected persons (including the author); citations that are perhaps only marginally important to the study at hand, and certainly anomalous when compared to papers that are not quoted.

It should not be necessary to stress this, but these malpractices must be avoided by the author at all costs. It is the duty of critical readers and editors to stamp down on any signs thereof.

The four musts

In summary, note the four important rules.

1. give reference credits where credit is due
2. avoid self-esteem
3. state relevant sources accurately
4. check references conscientiously

Part 4. Computer programme for easy reference style

Possible salvation but also a warning

After solid description of reference styles and standards, the reader may now be on the brink of exhaustion. Fear not, help may be near. Some may seek salvation in the computer and its ability to cope with unlimited data. Computer-generated reference lists are here to stay, since flawless(?) lists can, at least theoretically, be produced at record speed.

But it should be stressed that computers also can give false security: the warning is that the list produced by any computer programme can only be as good as the accuracy of the data fed to it. Hence, authors using computers to generate reference lists must check the output! Be warned.

Electronic reference programmes

Several commercial electronic reference programmes are available, e.g. EndNote/EndLink, ProCite, Reference Manager. These three programmes have been described and compared by Stigleman (1996). Perhaps the currently most popular in the geological world (and at GEUS) is EndNote (Table 1, p. 50) which has the added advantage over its rivals that it is relatively cheap. Four attributes of this programme package can be mentioned.

1. It provides the means for an easy generation of databases for references which are searchable for e.g. authors, keywords, journals, etc. A standard GEUS set-up of the *reference types* in the database can be found in the EndNote folder on Publikations-udvalget's bulletin board.
2. It is linked to other major CD ROM databases containing pertinent literature. These are found at the GEUS library and at Danmarks Natur- og Lægevidenskabelige Bibliotek (DNLB). Data can be imported from these bases via the EndLink module into the author's personal database (however, some manual work cannot be avoided to get imported references into GEUS style). Look for filters in the EndNote folder mentioned above.
3. The main advantage is, however, that a specific *standard reference style* can be programmed in order to generate a reference list from the cited references in the paper. This is easy to do, and provided that (a) the database is correct and (b) the programming is correct, a reference list will result with a minimum of sweat and use of intellectual capacity. Standard reference styles exist for most major international geological (and other) journals including GEUS publications and can be found in the EndNote folder on Publikations-udvalget's bulletin board.
4. The programme is fully integrated with Word (it behaves like a Word function) and is also more or less integrated with other programmes (e.g. WordPerfect, FrameMaker, MacWrite), and it can format RTF files and plain text documents.

Some problems and pitfalls

The promises of the last section may sound like a dream; in a way they are.

The major problem is that the database has to be organised in such a way that the different reference types used at GEUS (and in other journals) are represented. A number of standards are included in the programme, but unfortunately these do not cover the full range of types used at GEUS (or any other journal). In order to help in generating a database which includes the information necessary to generate a 'perfect' reference list, a special *reference types* file has been produced for use at GEUS. This works together with the GEUS *reference styles* filter to produce the reference list from the database.

A major pitfall arises when using multi-author references of the type Nielsen & Olsen (1898). EndNote only uses the first author as a qualifier (the identifier is the reference number in the database), which means that when the manuscript is formatted, the citation in the text will be Nielsen (1898) – the reference list will, however, be OK. Citations encased in parenthesis do not show this problem. Check your manual for further details. Updates of the programme may solve this bug.

Alphabetisation

As described earlier (p. 24), order of citation in GEUS reference lists is governed by the language of the main text. International, English-language texts follow international rules; Danish texts, naturally, follow the Danish alphabet, etc. The computer sorts the reference list according to the language of computer's operative system. Thus don't expect a 'Danish-spoken' computer to prepare a final reference list to the GEUS scientific series: final checking and adjustment have always to be made by the author.

Checking: a vital part

The GEUS reference list produced electronically should be 99% error-free. Nevertheless, the most important thing remains to be done: thorough checking by the author. It is still the author's responsibility to check for typing errors, for logical errors (occasionally seen in page numbers, e.g. 23–19), and to get awkward categories into shape, i.e. 'Unpublished reports and maps; Conferences, symposia, congress proceedings, etc.'; and to some degree 'Maps and map descriptions' – see reference categories **E**, **F** and **G**, pp. 22, 23. However, a major effort has been made to design the fields of the database in such a way that also these references can be handled satisfactorily (for GEUS publications).

As the in-house database is designed to create a nearly perfect reference list in GEUS style, the author must be aware that certain fields have been used in a different way than in the standard EndNote database. Hence, not all the information needed for a particular type of reference may be printed out, when a standard EndNote filter for another journal is used. Check this carefully. However, it is an easy task to adjust these filters to incorporate the necessary information. Revised filters will appear in the EndNote folder on Publikations-udvalget's bulletin board as they are generated by individual users.

The GEUS EndNote User Syndicate (GEUS!)

The users of the programme are encouraged to join the GEUS EndNote user group in order to keep in touch with new developments concerning programme updating and access to future GEUS reference databases. You will find news in the EndNote folder on Publikations-udvalget's bulletin board.

Part 5. Catalogue of GEUS' reference styles for DGU, GGU and GEUS publications

This catalogue is designed as three easy-to-read lists giving selected titles of all the *main* publication types of DGU, GGU and GEUS, cited in GEUS style. We have strived to make the range of publications and reference types complete, but are aware that astute readers may be able to point out omissions.

The three lists are designed for citation in the GEUS international series (Bulletins and Map Series) and other publications in English. Thus, where there is a choice between Danish and English titles of the selected works/articles (as for example in many DGU publications) the English title is cited. In Danish language publications, the Danish title of the work is naturally cited (see under 'Dual language titles and text' on next page).

The listing includes several types of unpublished works: reports, maps, theses, field diaries, etc. Such works have the name and location of the Survey in the same language as the title/text when in Danish or English, and are distinguished from published works in that the location (København or Copenhagen) follows (not precedes) the Survey's name. For texts in other languages the official (Danish) names of the three Surveys are used.

Danmarks Geologiske Undersøgelse (DGU)

The Geological Survey of Denmark

A list of the main publications of the Geological Survey of Denmark can be found in *DGU Publikationskatalog/Publication catalogue 1888–1995* (GEUS in press). Note that the last issue of a Danmarks Geologiske Undersøgelse series was published in 1996.

Bibliographic style

With over 100 years of publications involving both 'old' and 'new' series, and with varying bibliographic style, it is impossible to follow a standard reference style for DGU publications, and at the same time uphold the main bibliographic principles outlined in these guidelines.

One complication is that some issues in the 'new' series do not bear the *official name* of the Survey – Danmarks Geologiske Undersøgelse – and therefore cannot be identified by the name that distinguishes many others. Another bibliographic problem is that several of the new series are identified by having *dual, equal status Danish and English names*, with the name of some series (marked by asterisks in the list) dependent from issue to issue on language. Thus, DGU *Kunderapport* 10, 1994, is sequentially followed by DGU *Service report* 11, 1994, while DGU Datadocumentation 14, 1995 is followed by DGU Datadokumentation 15, 1995, etc. Which title – the Danish or English – is used for bibliographic identification of such series?

General rules of citation. When the full Danish name of the Survey is given on the cover or title page in connection with series type and number, e.g. *Danmarks Geologiske Undersøgelse Kortserie,* this name is cited. In those cases where the *only* name featured in connection with series type and number is the acronym DGU, e.g. on *Service reports, Datadokumentation*, etc., the acronym is used in the citation with varying Danish or English title but with the *full name* of the Survey added as publisher.

Dual language titles and text

Many DGU volumes have both Danish and English titles with corresponding text in both languages; less common are publications with titles and text in other than these languages, for example Faeroese and German. Occasionally, a work can be in three languages – Danish, Faeroese and English, e.g. Rasmussen & Noe-Nygaard (1990) on p. 39. Some title combinations do not include English. For example, the final issue in the Danmarks Geologiske Undersøgelse Kortserie has both a Danish and German title, with parallel language text, and an English summary; see Jensen *et al*. (1996) on p. 38.

General rules of citation. Always cite the title that represents the language of the main text. Where the dual titles are based on equal status Danish and English text, cite the English title in the GEUS international series (Bulletins and Map Series) and in other publications in English; in Danish-language publications cite the Danish title. For other title combinations, e.g. Danish and German, cite the Danish title in all GEUS publications (except, of course, in a special publication written in German).

Danish titles with sections in other languages

Many DGU volumes written in Danish contain sections in English, e.g. abstract, summary, conclusions; less commonly other languages are used, e.g. Faeroese, German, French. In citing such publications in the GEUS international series (Bulletins and Map Series), information on dual language should be given in parentheses at the end of the reference; see references under I. Række below.

I. Række

Gry, H. 1979: Beskrivelse til geologisk kort over Danmark. Kortbladet Løgstør. Kvartære aflejringer. 1:100 000/1:50 000. Danmarks Geologiske Undersøgelse I. Række **26**, 58 pp. + atlas + map vol. (with summary in English).

Rasmussen, J. & Noe-Nygaard, A. 1969: Beskrivelse til geologiske kort over Færøerne i målestok 1:50 000. Danmarks Geologiske Undersøgelse I. Række **24**, 370 pp. + map vol. (with summaries in Faeroese and English).

Ussing, N.V. & Madsen, V. 1897: Beskrivelse til geologisk Kort over Danmark, (i Maalestok 1:100,000). Kortbladet Hindsholm. Danmarks Geologiske Undersøgelse I. Række **2**, 87 pp. (with summary in French).

II. Række

Berthelsen, O. 1962: Cheilostome Bryozoa in the Danian deposits of East Denmark. Danmarks Geologiske Undersøgelse II. Række **83**, 290 pp.

Hansen, S. 1940a: Varvighed i danske og skaanske senglaciale Aflejringer. Med særlig Hensyntagen til Egernsund Issøsystemet. Danmarks Geologiske Undersøgelse II. Række **63**, 478 pp. + table/map vol. (with summary in English).

Hansen, S. 1940b: Varvighed i danske og skaanske senglaciale Aflejringer. Med særlig Hensyntagen til Egernsund Issøsystemet, 411 pp. + table/map vol. København: C.A. Reitzels Forlag (reprinted from Danmarks Geologiske Undersøgelse II. Række **63**).

III. Række

Bornebusch, C.H. & Milthers, K. 1935: Soil map of Denmark. Danmarks Geologiske Undersøgelse III. Række **24**, 68 pp.

Milthers, V. 1903: Grundvand og vandførende Lag i Danmark, særlig med Henblik paa Forsyningen af Brønde. Danmarks Geologiske Undersøgelse III. Række **4**, 64 pp.

Rasmussen, L.B. (ed.) 1973: Dybdeboringen Nøvling nr. 1 i Midtjylland. Danmarks Geologiske Undersøgelse III. Række **40**, 164 pp. (with summaries in English).

IV. Række

Brandorff, J.O. & Hansen, S. 1927: Grundundersøgelser i Kolding. Danmarks Geologiske Undersøgelse IV. Række **2**(2), 77 pp.

Troels-Smith, J. 1955: Characterization of unconsolidated sediments. Danmarks Geologiske Undersøgelse IV. Række **3**(10), 73 pp.

V. Række

Callisen, K. 1928: Grundfjeld. In: Nordmann, V. (ed.): Oversigt over Danmarks Geologi. Danmarks Geologiske Undersøgelse V. Række **4**, 14–22.

Iversen, J. 1973: The development of Denmark's nature since the last Glacial. Danmarks Geologiske Undersøgelse V. Række **7-C**, 126 pp.

Nordmann, V. (ed.) 1928a: Oversigt over Danmarks Geologi. Danmarks Geologiske Undersøgelse V. Række **4**, 208 pp. (also English, German and French editions).

Nordmann, V. (ed.) 1928b: Summary of the geology of Denmark. Danmarks Geologiske Undersøgelse V. Række **4**, 219 pp. (also Danish, German and French editions).

Nordmann, V. (ed.) 1928c: Übersicht über die Geologie von Dänemark. Danmarks Geologiske Undersøgelse V. Række **4**, 225 pp. (also Danish, English and French editions).

Rapport

Larsen, G., Christensen, O.B., Bang, I. & Buch, A. 1968: Øresund; Helsingør–Hälsingborg Linien; Geologisk rapport. Danmarks Geologiske Undersøgelse Rapport **1**, 90 pp. + table vol. (with summary in English).

Mertz, E.L. 1974: Odense og omegns jordbundsforhold. En ingeniør-geologisk beskrivelse. Danmarks Geologiske Undersøgelse Rapport **9**, 37 pp.

Serie A

Sørensen, H. & Nielsen, A.V. (eds) 1978: Den geologiske kortlægning af Danmark. Den hidtidige kortlægning – og den fremtidige. Danmarks Geologiske Undersøgelse Serie A **2**, 79 pp. (with summary in English).

Tröger, K.-A. & Christensen, W.K. 1991: Upper Cretaceous (Cenomanian–Santonian) inoceramid bivalve faunas from the island of Bornholm, Denmark. Danmarks Geologiske Undersøgelse Serie A **28**, 47 pp.

Serie B

Michelsen, O. & Frandsen, N. (eds) 1991: The Jurassic in the southern Central Trough. Danmarks Geologiske Undersøgelse Serie B **16**, 40 pp.

Poulsen, N.E. 1991: Upper Jurassic dinocyst stratigraphy in the Danish Central Trough. In: Michelsen, O. & Frandsen N. (eds): The Jurassic in the southern Central Trough. Danmarks Geologiske Undersøgelse Serie B **16**, 7–15.

Serie C

Jacobsen, F.L. 1984: Lithostratigrafi af de danske Zechsteinsalte i det norsk–danske bassin. In: Fabricius, J. (ed.): Zechstein salt Denmark; salt research project EFP-81. Danmarks Geologiske Undersøgelse Serie C **1**(1), 13–29.

Michelsen, O. (ed.) 1995: Proceedings of the 2nd symposium on marine geology: geology of the North Sea and Skagerrak, Aarhus Universitet, 1993. Danmarks Geologiske Undersøgelse Serie C **12**, 144 pp.

Serie D

Grambo-Rasmussen, A. 1984: Danmarks brunkulsreserver. Danmarks Geologiske Undersøgelse Serie D **2**, 67 pp.

Nygaard, E. (ed.) 1991: Grundvand. Overvågning og problemer. Danmarks Geologiske Undersøgelse Serie D **8**, 249 pp.

Kortserie

Britze, P., Japsen, P. & Andersen, C. 1995: Geological map of Denmark, 1:200 000. The Danish Central Graben, 'Base Chalk' and the Chalk Group (two-way traveltime and depth, internal velocity and isochore). Danmarks Geologiske Undersøgelse Kortserie **48**, 7 pp., 4 maps.

Hansen, S. 1989: Geological map of Denmark, 1:100 000. Map sheet Tinglev. Soil map & glacial morphological map. Danmarks Geologiske Undersøgelse Kortserie **9&10**, 4 pp., 2 maps (maps dated 1965 and 1966, originally marked Danmarks Geologiske Undersøgelse I. Række **23A**).

Japsen, P. 1995: The Danish Central Graben. Chalk Group. Late Cretaceous – Danian. Interval velocity map. Map 48 c. In: Britze, P., Japsen, P. & Andersen, C.: Geological map of Denmark, 1:200 000. Danmarks Geologiske Undersøgelse Kortserie **48**.

Jensen, J.B., Kuijpers, A. & Lemke, W. 1996: Geologisk kort over Danmark, 1:200 000. Kortbladet Femer Bælt – Arkona Bassinet. Sen-kvartære sedimenter. Danmarks Geologiske Undersøgelse Kortserie **52**, 16 pp. (also text in German and summary in English).

Rørdam, K. 1988: Geological map of Denmark, 1:100 000. Map sheets Helsingör and Hilderöd. Danmarks Geologiske Undersøgelse Kortserie **8**, 4 pp., 2 maps (maps dated 1894, reprinted from Danmarks Geologiske Undersøgelse I. Række **1**).

Other published maps

Pedersen, S.A.S. 1989a: Jordartskort over Danmark, 1:200 000, 4 maps. København: Danmarks Geologiske Undersøgelse (with English and German legend).

Pedersen, S.A.S. 1989b: Jordartskort over Danmark, 1:200 000, Sjælland, Øer og Bornholm, map 4. København: Danmarks Geologiske Undersøgelse (with English and German legend).

Books and booklets (Særudgivelser)

Bahnson, H. & Frederiksen, J.K. (eds) 1989: Ellen Louise Mertz 20.7.1896 – 29.12.1987. Nekrolog samt foredrag holdt ved en mindeaften i Geoteknisk Forening, 55 pp. København: Danmarks Geologiske Undersøgelse.

DGU 1982: Seismic surveys in Denmark 1962–1976, 221 pp. Copenhagen: Geological Survey of Denmark.

DGU 1994: Grundvandsovervågning 1994, 59 pp. København: Danmarks Geologiske Undersøgelse (with conclusion in English).

Jessen, A. 1935: Forklaring til geologisk Skolekort over Sønderjylland, 8 pp. København: Danmarks Geologiske Undersøgelse.

Rasmussen, J. & Noe-Nygaard, A. 1990: The origin of the Faeroe Islands in text, pictures and on maps, 64 pp., 6 maps at 1:50 000. Copenhagen: Geological Survey of Denmark (also text in Faeroese and Danish).

Rasmussen, L.B. 1988: En jordisk krønike. Træk af DGU's historie 1888–1988, 114 pp. København: Danmarks Geologiske Undersøgelse.

*Kunderapporter / Service reports (note varying series name for Danish and English titles)

Klitten, K. & Andersen, G. 1994: Ørestadsselskabet I/S; ny bybane i København. DGU Kunderapport **90**, 23 pp. København: Danmarks Geologiske Undersøgelse.

Springer, N. 1992: Conventional core analysis for GGU. Samples from Jameson Land. DGU Service report **12**, 9 pp. Copenhagen: Geological Survey of Denmark.

*Datadokumentation / Datadocumentation (note varying series name for Danish and English titles)

Marstal, S.B. 1994: Processing of marine multifold seismic data with high resolution: NE and SW of the Faeroe Islands. DGU Datadocumentation **11**, 25 pp. Copenhagen: Geological Survey of Denmark.

Nielsen, A.V. 1992: Brugervejledning til kvartærgeologisk afdelings arkiver og magasiner. DGU Datadokumentation **10**, 25 pp. København: Danmarks Geologiske Undersøgelse.

*Interne rapporter / Internal reports (note varying series name for Danish and English titles)

Berthelsen, O. 1988: Danmarks geologi for ikke-geologer. DGU Intern rapport **9**, 202 pp. København: Danmarks Geologiske Undersøgelse.

DGU 1990: Released geophysical data 1989–90. DGU Internal report **37**, 59 pp. Copenhagen: Geological Survey of Denmark.

Well data summary sheets (note variable reference form)

DGU 1981: Well data summary sheets **2**, 186 pp. Copenhagen: Geological Survey of Denmark.

DGU 1989: Well data summary sheets volume 13. DGU Internal report **27**, 35 pp. Copenhagen: Geological Survey of Denmark.

DGU 1993: Well data summary sheets volume 17. DGU Datadocumentation **2**, 58 pp. Copenhagen: Geological Survey of Denmark.

Unpublished reports

Foged, N., Sørensen, E., Denver, H., Christensen, O.W., Springer, N. & Haslund, O. 1985: Etablering af kernelaboratorium kompetence, 67 pp. Unpublished report, Danmarks Geologiske Undersøgelse, København.

Sønderholm, M. & Fabricius, J. 1983: Fluid-inclusions in calcite cement form fractures from the T-1 well. Chalk project, oil- and gas containing chalk reservoirs in the Danish part of the Central Graben **IVf**, 17 pp. Unpublished report, Geological Survey of Denmark, Copenhagen.

Årbog

DGU 1983: Årbog 1982, 138 pp. København: Danmarks Geologiske Undersøgelse.

Petersen, K.S. 1973: Some features in clay with tuff-beds from Lower Eocene on Røsnæs, Danmark. Danmarks Geologiske Undersøgelse Årbog **1972**, 69–78.

Annual reports (Årsberetninger, Arbejdsprogrammer, Projektkataloger)

DGU 1994: Work programme and project catalogue 1994, 62 pp. Copenhagen: Geological Survey of Denmark.

DGU 1995a: Årsberetning for 1994, 120 pp. København: Danmarks Geologiske Undersøgelse.

DGU 1995b: Projektkatalog for 1995, 43 pp. København: Danmarks Geologiske Undersøgelse.

DGU Information

DGU 1994: Færøerne, geologi og olie. DGU Information **December 1994**, 12 pp. København: Danmarks Geologiske Undersøgelse.

Gravesen, P. 1994: Fagdatacenter for borings- og grundvandsdata. Den grundvandskemiske database. DGU Information **Januar 1994**, 8 only. København: Danmarks Geologiske Undersøgelse.

Kort fortalt

Marcussen, I. & Kelstrup, N. 1991: Grundvand og drikkevand i Danmark – Kort fortalt. Kort fortalt **2**, 32 pp. + supplement. København: Danmarks Geologiske Undersøgelse.

Congresses, symposia, proceedings, etc.

Binzer, K., Marcussen, I. & Konradi, P. (eds) 1988: 18. Nordiske geologiske vintermøde, København, 12–14 januar, 1988. Abstracts, 445 pp. København: Danmarks Geologiske Undersøgelse.

DGU 1991: Third Scandinavian research conference on geographical information systems, Helsingør, 14–16 November, 1990. Proceedings, 2nd edition, **1, 2**, 270 pp. Copenhagen: Geological Survey of Denmark.

Eldholm, O. & Thiede, J. 1988: Evolution of a volcanic passive continental margin. In: Binzer, K., Marcussen, I. & Konradi, P. (eds): 18. Nordiske geologiske vintermøde, København, 12–14 januar, 1988. Abstracts, 98 only. København: Danmarks Geologiske Undersøgelse.

Grønlands Geologiske Undersøgelse (GGU)

The Geological Survey of Greenland

A list of the publications of the Geological Survey of Greenland can be found in *Catalogue of Greenland publications and data* (Dawes *et al*. 1996a).

Report of activities

The Survey's annual *Report of activities* for the years 1966 to 1994 was issued in *Rapport Grønlands Geologiske Undersøgelse*; the final number for the year 1995 was published as number 172 of *Bulletin Grønlands Geologiske Undersøgelse*. In the early issues, no editors are named; for the years 1990 to 1995, editors are named on the title page.

General rules of citation. In referring to individual articles, do not cite the name *Report of activities* or the editors; just the series name, see Ghisler (1996) below. Editors are only named when the entire volume is referred to, see Higgins & Sønderholm (1991) below; for the early issues (the years 1966 to 1989) reference to the entire volume is by the abbreviated name of the Survey, see GGU (1966) below.

Report of activities for the years 1989 to 1992 was published with short scientific papers as two parts of Current Research volumes, see pagination in GGU (1990) below.

Bulletin

Bishop, F.C., Smith, J.V. & Windley, B.F. 1980: The Fiskenæsset complex, West Greenland. Part IV. Chemistry of sulphide minerals. Bulletin Grønlands Geologiske Undersøgelse **137**, 35 pp.

Christiansen, F.G., Buchardt, B., Jensenius, J., Jepsen, H.F., Nøhr-Hansen, H., Thomsen, E. & Østfeldt, P. 1989: Bitumen occurrences. In: Christiansen, F.G. (ed.): Petroleum geology of North Greenland. Bulletin Grønlands Geologiske Undersøgelse **158**, 61–72.

Ghisler, M. 1996: GEUS – the new national survey. Bulletin Grønlands Geologiske Undersøgelse **172**, 6–8.

Jepsen, H. F. 1979: The Precambrian, Eocambrian and early Palaeozoic stratigraphy of the Jørgen Brønlund Fjord area, Peary Land, North Greenland. Bulletin Grønlands Geologiske Undersøgelse **96**, 42 pp. (also Meddelelser om Grønland **192**(2)).

Rapport

Dueholm, K.S. & Pedersen, A.K. (eds) 1992: Geological analysis and mapping using multi-model photogrammetry. Rapport Grønlands Geologiske Undersøgelse **156**, 72 pp.

GGU 1966: Report of activities, 1966. Rapport Grønlands Geologiske Undersøgelse **11**, 67 pp.

GGU 1990: Report of activities, 1989. Rapport Grønlands Geologiske Undersøgelse **148**, 5–62.

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Books

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Standard map sheets (1:500 000 & 1:100 000)

Henriksen, N. & Bengaard, H.-J. 1989: Geological map of Greenland, 1:500 000, Nyeboe Land, sheet 7. Copenhagen: Geological Survey of Greenland.

Higgins, A.K. 1975: Geological map of Greenland, 1:100 000, Charcot Land 71 Ø.4 Nord. Copenhagen: Geological Survey of Greenland.

Larsen, J.G. & Grocott, J. 1991: Geologisk kort over Grønland, 1:100 000, Svartenhuk, 71 V.1 Nord. København: Grønlands Geologiske Undersøgelse (English legend).

Weidick, A. 1978: Quaternary map of Greenland, 1:500 000, Frederikshåbs Isblink – Søndre Strømfjord, sheet 2. Copenhagen: Geological Survey of Greenland.

Descriptive texts to standard map sheets

Funder, S. 1990: Quaternary map of Greenland, 1:500 000, Scoresby Sund, sheet 12. Descriptive text, 24 pp. Copenhagen: Geological Survey of Greenland.

Henriksen, N. 1992: Geological map of Greenland, 1:500 000, Nyeboe Land, sheet 7, Peary Land, sheet 8. Descriptive text, 40 pp., 2 maps. Copenhagen: Geological Survey of Greenland.

Higgins, A.K. 1982: Geological map of Greenland, 1:100 000, Charcot Land 71 Ø.4 Nord. Krummedal 71 Ø.4 Syd. Descriptive text, 26 pp., 2 maps. Copenhagen: Geological Survey of Greenland.

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Ady, B. 1995: Geological map, Paamiut–Buksefjorden, 1:1 000 000. In: Ady, B. & Tukiainen, T. (eds): Regional compilations of geoscience data from the Paamiut–Buksefjorden area, southern West and South-West Greenland, 1:1 000 000. Thematic Map Series Grønlands Geologiske Undersøgelse **94/2-001**, 2 maps (updated March 1995).

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Thorning, L. 1988: Aeromagnetic anomaly map of Greenland, 1:1 000 000, sheet 2 (60°00´–64°30´N, 32°00´–44°00´W). Copenhagen: Geological Survey of Greenland.

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Ihlen, P.M., Pedersen, M. & Stendal, H. (eds) 1995: Gold mineralization in the Nordic countries and Greenland. Extended abstracts and field guide. Open File Series Grønlands Geologiske Undersøgelse **95/10**, 181 pp.

Tukiainen, T. 1986: Pyrochlore in the Motzfeldt centre of the Igaliko nepheline syenite complex, South Greenland. Open File Series Grønlands Geologiske Undersøgelse **86/3**, 98 pp. + appendices vol.

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Asmund, G. & Johansen, P. 1982: Recipientundersøgelse ved Mârmorilik 1979–80, 89 pp. København: Grønlands Geologiske Undersøgelse/Grønlands Fiskeriundersøgelser.

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GGU 1990: Status og perspektiver for GGU's geologiske undersøgelser i Grønland, 36 pp. Unpublished report, Grønlands Geologiske Undersøgelse, København.

Henriksen, N. (ed.) 1994: Express report: eastern North Greenland and North-East Greenland 1994, 126 pp. Unpublished report, Geological Survey of Greenland, Copenhagen.

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O'Connor, B. 1980: Field notes 1980, Thule Basin, 80 pp. Unpublished field diary, Geological Survey of Greenland, Copenhagen.

Newsletters to industry

GHEXIS 1995: Exclusive licence pending onshore West Greenland. GHEXIS Newsletter **9**, 2–3. Copenhagen: Geological Survey of Greenland.

MINEX 1995: Exploration rush reaches Greenland. Greenland MINEX News **8**, 1–2. Copenhagen: Geological Survey of Greenland/Mineral Resources Administration.

Annual reports (Årsberetninger)

GGU 1994: Grønlands Geologiske Undersøgelse, årsberetning 1993, 50 pp. København: Grønlands Geologiske Undersøgelse.

Mineralogisk Museum 1961: Beretning om Grev Moltkes Universitetet tilhørende Mineralogiske Museum. Universitetets Mineralogiske og Geologiske Institut samt Grønlands Geologiske Undersøgelse, 49 pp. København: Mineralogisk Museum.

Popular series

Petersen, H.C. & Olsen, H.K. 1992: The earth we tread. Geologi i Grønland **5**, 117 pp. Copenhagen: Geological Survey of Greenland (in Greenlandic).

Weidick, A. 1988: Gletschere i Sydgrønland. Historie, natur, omgivelser. Geologi i Grønland **2**, 80 pp. København: Grønlands Geologiske Undersøgelse.

Danmarks og Grønlands Geologiske Undersøgelse (GEUS)

The Geological Survey of Denmark and Greenland

For the full range of GEUS publications the reader is referred to Dawes *et al.* (1996b); publications in English are described by Dawes & Glendal (1997).

Open file-type reports (see Rapporter on next page)

These reports, the Survey's most frequent publication type, form the series *Danmarks og Grønlands Geologiske Undersøgelse Rapport*. However, it is important to note that the first reports in this series (numbers 1996/1 to 1996/47) were named following the DGU practice of *dual, equal status* Danish and English names dependent from issue to issue on language used (see p. 35 and citations on next page). Thus, English title reports received the designation *Geological Survey of Denmark and Greenland Report*, while reports in Danish were entitled *Danmarks og Grønlands Geologiske Undersøgelse Rapport*. This system, however, was not upheld completely, so there are several English titled reports in the sequence 1996/1–1996/47 that bear the Danish name, cf. Steenfelt & Dam (1996) and Stemp (1996) on next page. Eventually, usual bibliographic practice that a series should have a distinctive name was followed. Thus from number 1996/48 the official name of the Survey – Danmarks og Grønlands Geologiske Undersøgelse – and 'Rapport' consistently identify the series.

Authors citing early issues must check the individual reports for confirmation of the correct name. As stated on p. 12, the name of a publication cited should be that given on the publication, "not what the author thinks it is or should be called".

Review of Greenland activities

In referring to individual articles in this annual volume of the *Geology of Greenland Survey Bulletin* series, do not refer to the name *Review of Greenland activities* or the editors; cite only the series name, see Stemp (1997) below. Editors are only named when the entire volume is referred to, see Higgins & Ineson (1997) below.

Bulletins

Higgins, A.K. & Ineson, J.R. (eds) 1997: Review of Greenland activities 1996. Geology of Greenland Survey Bulletin **176**, 112 pp.

Ineson, J.R. & Peel, J.S. 1997: Cambrian shelf stratigraphy of North Greenland. Geology of Greenland Survey Bulletin **173**, 120 pp.

Schnetler, K.I. in press: The Selandian (mid Paleocene) mollusc fauna from Copenhagen: the Poul Harder 1920 collection. Geology of Denmark Survey Bulletin.

Stemp, R.W. 1997: Airborne geophysical surveys in Greenland. Geology of Greenland Survey Bulletin **176**, 75–79.

Map series

(Fictitious titles)

Olsen, M.J., Rasmussen, O. & Marcussen, K. 1998: Geological map of Bornholm, 1:50 000. Geology of Denmark and Greenland Map Series **50**, 16 pp., 4 maps.

Rasmussen, O. 1998: Bedrock geology, sheet 2. In: Olsen, M.J., Rasmussen, O. & Marcussen, K.: Geological map of Bornholm. 1:50 000. Geology of Denmark and Greenland Map Series **50**.

Maps

Garde, A.A. & Chadwick, B. 1996: Geological map of Greenland, 1:100 000, Søndre Sermilik, 60 V.3 Nord. Copenhagen: Geological Survey of Denmark and Greenland.

Henriksen, N. 1997: Geological map of Greenland, 1:500 000, Dove Bugt, sheet 10. Copenhagen: Geological Survey of Denmark and Greenland.

Rapporter (and Reports; note varying series name of early issues, see 'Open file-type reports' above)

Andersen, N.M., Enghoff, H., Håkansson, E., Nielsen, C., Seberg, O. & Stouge, S. (organisers) 1996: Palæogeografi, biogeografi og fylogeni. Symposium på Geologisk Museum 26 og 27 april 1996. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/29**, 15 articles (no volume pagination).

Forsberg, R. 1996: The geoid of Greenland – a reference surface for remote sensing. In: Olsen, O.B. (ed.): Mass balance and related topics of the Greenland ice sheet. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/53**, 27–31.

GEUS 1996: Well data summary sheets. Volume 28. Released wells from northern Jylland (part 1). Geological Survey of Denmark and Greenland Report **1996/46**, 106 pp.

Jacobsen, F.L. 1996: Subsurface disposal of carbon dioxide. The geological description of Linde no. 1. Geological Survey of Denmark and Greenland Report **1996/1**, 18 pp.

Knudsen, C. 1996: De danske kalktyper og deres anvendelse. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/7**, 30 pp.

Rosenberg, P., Petersen, H.I., Sørensen, H.S., Thomsen, E. & Guvad, C. 1996: Energy research project no. 1323/91-0012 and 1323/93-0018. Combustion char characterisation. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/51**, 64 pp.

Steenfelt, A. & Dam, E. 1996: Reconnaissance geochemical mapping of Inglefield Land, North-West Greenland. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/12**, 27 pp.

Stemp, R.W. 1996: Airborne electromagnetic and magnetic survey of the Maniitsoq–Nuuk area, southern West Greenland. Results from project AEM Greenland 1995. Geological Survey of Denmark and Greenland Report **1996/11**, 34 pp.

Miscellaneous issues, books, booklets (Særudgivelser)

GEUS 1996: Grundvandsovervågning 1996, 60 pp. København: Danmarks og Grønlands Geologiske Undersøgelse.

GEUS 1997: Catalogue of Greenland publications and data, 51 pp. Copenhagen: Geological Survey of Denmark and Greenland.

Pedersen, S.A.S. & Petersen, K.S. 1997: Djurslands geologi, 96 pp. København: Danmarks og Grønlands Geologiske Undersøgelse.

Kort fortalt / In brief

(Fictitious title)

Sørensen, B. & Knudsen, P. 1998: Mineral resources of Greenland – In brief. Kort Fortalt **127**, 32 pp. København: Danmarks og Grønlands Geologiske Undersøgelse (in Greenlandic).

Unpublished reports

Stockmarr, J. 1997: Nyamandhlovu aquifer and Nyamandhlovu to Bulawayou water pipeline project. Environment impact assessment, 23 pp. Unpublished report, Geological Survey of Denmark and Greenland, Copenhagen.

Thomsen, H.H. 1997: GEUS feltaktiviteter i Grønland 1997, 10 pp. Unpublished report, Danmarks og Grønlands Geologiske Undersøgelse, København.

Newsletters to industry

GHEXIS 1997: Offshore West Greenland: The Fylla area. GHEXIS Newsletter **11**, 1 only. Copenhagen: Geological Survey of Denmark and Greenland/Mineral Resources Administration.

MINEX 1997: Exciting gold prospect in South-East Greenland. Greenland MINEX News **12**, 1–2. Copenhagen: Geological Survey of Denmark and Greenland/Mineral Resources Administration.

Note that from summer 1998 both newsletters will be published by the Geological Survey of Denmark and Greenland and the Bureau of Minerals and Petroleum.

Geologi – Nyt fra GEUS

GEUS 1997: Water resources. Freshwater! the 21st centuries most serious resource problem? Geologi – Nyt fra GEUS **2**, 16 pp. Copenhagen: Geological Survey of Denmark and Greenland (also in Danish).

Knudsen, C. 1996: Råstofproduktion – en eksportsucces. Geologi – Nyt fra GEUS **4**, 2–4. København: Danmarks og Grønlands Geologiske Undersøgelse.

Annual reports

GEUS 1996a: Annual report for 1995, 140 pp. Copenhagen: Geological Survey of Denmark and Greenland.

GEUS 1996b: Work programme 1996, 82 pp. Copenhagen: Geological Survey of Denmark and Greenland.

GEUS 1996c: Project catalogue for 1996, 103 pp. Copenhagen: Geological Survey of Denmark and Greenland.

GEUS 1997: Årsberetning og virksomhedsregnskab for 1996, 164 pp. København: Danmarks og Grønlands Geologiske Undersøgelse.

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Council of Biology Editors 1994: Scientific style and format. The CBE manual for authors, editors, and publishers, 6th edition, 825 pp. Cambridge: Cambridge University Press.

Dawes, P.R. & Glendal, E.W. 1997: Publications in English of the Geological Survey of Denmark and Greenland: the scientific series and other issues. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1997/116**, 43 pp.

Dawes, P.R., Glendal, E.W. & Watt, W.S. 1996a: Catalogue of Greenland publications and data. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/114**, 48 pp.

Dawes, P.R., Binzer, K. & Glendal, E.W. 1996b: GEUS' publikationer. Organisering og systematisk beskrivelse af udgivelsestyper. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1996/95**, 47 pp.

GEUS in press: DGU Publikationskatalog/Publication catalogue 1888–1995, 40 pp. København: Danmarks og Grønlands Geologiske Undersøgelse.

Katz, B. 1997: Skabelonvejledning til Danmarks og Grønlands Geologiske Undersøgelse Rapport-serie skrevet i Word. Danmarks og Grønlands Geologiske Undersøgelse Rapport **1997/64**, 12 pp.

Stigleman, S. 1996: Bibliography programs do Windows. Database **19**(2), 57–66.

Table 1. Predefined GEUS reference types (EndNote Preference file)

Generic (EndNote standard)	**A. Articles in journals, periodicals, serials, etc.**	**B. Authored books or booklets, pamphlets and serial volumes**	**D. Section of non-serial and serial books, reports, etc. (edited/authored)**	**C. Edited books, booklets, pamphlets and serial volumes (incl. compiled/ convened, etc.)**	**G. Conferences, symposia, congress proceedings, etc.**	**H. Theses**	**F. Unpublished reports and maps**	**E. Maps and map descriptions**
Author	Author	Author	Author	Editor (comp/conv)	Author/Editor (ed./eds/comp/conv)	Author	Author/Editor (ed./eds/comp/conv)	Cartographer (ed./eds/comp)
Year	Year	Year	Year	Year	Year	Year	Year	Year
Title	Title of article	Book title	Title of article	Book title	Title	Title of thesis	Title of work/map/section	Title of map sheet/map description
Secondary Author	Volume editor		Book editor (conv/comp)		Editor		Editor	Volume editor
Secondary Title	Journal	Series title	Volume title	Series title	Conference name		Title of report (only if work is section)	Map volume name
Place Published	City (Newsletter)	City	City	City	Location (City, State)	Place (City, State)	Place (City, State)	City
Publisher	Publisher (Newsletter)	Publisher	Publisher	Publisher	City: Publisher	University	Issuing body	Publisher
Volume	Volume	Volume	Volume	Volume	Edited volume no.	Volume	Volume	Volume
Number of Volumes		Number of vols (e.g. 1, 2, 3)		Number of vols (e.g. 1, 2, 3)	Number of vols (e.g. 1, 2, 3)	Number of vols (e.g. 1, 2, 3)	Number of vols (e.g. 1, 2, 3)	Number of sheets (>1)
Number	Issue	Number(s)	Number	Number(s)			Number	Sheet number (if not stated in title)
Pages	Pages (remember pp./only)	Number of pages	Pages (remember only)	Number of pages	Pages (remember pp./only)	Number of pages	Pages (remember pp./only)	Pages (remember pp./only)
Tertiary Author			Book author		Series volume no.			Volume author
Tertiary Title	Volume title		Series title		Series title		Number of map sheets (>1)	Map series name
Edition		Edition (2nd, 3rd)	Edition (2nd, 3rd)	Edition (2nd, 3rd)	Edition (2nd, 3rd)		Edition (2nd, 3rd)	Edition (2nd, 3rd)
Date	Issue date	Issue date	Issue date	Issue date	Conf. date (Date Month, Year)			Updated
Type of Work	Publication outlet	Publication outlet	Publication outlet	Publication outlet	Volume type (Prg w abstracts etc)	Thesis type (Lic. Scient./M. Sc./Ph. D.)	Unpublished report/map sheet(s)	Scale (if not in title)
Subsidiary Author	Suppl. info	Suppl. info	Suppl. info	Suppl. info	Volume no.	Suppl. info	Suppl. info	Suppl. info
Alternate Title	Also publ. as	Also publ. as	Also publ. as	Also publ. as	Edited volume title		Depository (Place, City, Country, File no.)	Also publ. as
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Custom 2		Also publ. by	Also publ. by	Also publ. by				
Custom 3	Extra vols (map/table vol)	Extra vols (map/table vol)	Extra vols (map/table vol)	Extra vols (map/table vol)		Extra vols (map/table vol)	Extra vols (map/table vol)	Extra vols (map/table vol)
Custom 4								
Label	Label	Label	Label	Label	Label	Label	Label	Label
Keyword	Keyword	Keyword	Keyword	Keyword	Keyword	Keyword	Keyword	Keyword
Abstract	Abstract	Abstract	Abstract	Abstract	Abstract	Abstract	Abstract	Abstract
Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes	Notes