SPELEOLOGY & SPELESTOLOGY
Guidelines for preparing an article

Text of articles:
– Microsoft Word editor, font - Times New Roman;
– Orientation - portrait, no pagination, no hyphenation;
– Font size - 12, line spacing - 1.0, margins - 2 cm on all sides, paragraph indentation - 1.25;
– The volume of the manuscript should not exceed 10 sheets; the publication of more voluminous articles is possible in exceptional cases by agreement with the editorial board.

Title and annotation:
– The title of the article in Russian and English – centered, without indentation, in bold, in capital letters;
– Information about the authors: initials and surname (bold, centered, lowercase); full name of the organization represented, city, country, author's email address (centered, in lower case);
– Annotation – 150-300 words in italics;
– Keywords and phrases in italics.

SAMPLE

PROBLEMS OF IKSKIE CAVES STUDYING

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Abstract
Text text text text text text text text text text text text text text text text text text text text (at least 150 words).
Key words: *karst, caves, history of caves study.*

Figures:
– Figures include all illustrations: schemes, photographs, diagrams, schedules;
– Illustrative materials are submitted as separate files of good quality in TIFF / JPG formats with a definition of at least 300 dpi, files are numbered according to the numbering in the text;
– Figures must be associated with the text and mentioned in it, the link to the figure is made in brackets: (Fig. 1), (Fig. 1, 2, 3);
– The figure field should not contain a signature and numbering (indicated under the figure), captions are provided for all images (included in the file with the author's text, at the end);
figure captions are made as follows: the word "Fig." (space), figure number in Arabic numerals, period, space, name with a capital letter and text under the figure (if necessary).

Tables:
– Tables are presented in a separate file in the form: the word "Table" in the upper left corner without indentation (space), table number in numbers (if there are more than one), period, space, name with a capital letter;
– If the table has a comment, then it is indicated immediately under the table in italics, alignment - in width.

List of references:
– The list of used literature is placed at the end of the article and under the word "References" without indentation in alphabetical order;
– References to the list in the main text and in figure captions are given in square brackets [source number in the list, page]:
[1, p. 195], [3, p. 20; 7, p. 68], [4; 7; 10].

SAMPLE

Kogoshvili L.V. Schematic map of young tectonic of the Georgian SSR. Moscow: Nedra, 1971. 150 p.
Teuma E.P. Qanat, Saqqajja and The Roman Aqueduct System at Rabat, Malta // Proceedings of History Week 2003. The Malta Historical Society, 2004. P. 75–100.
Filippov A.G., Tsibanov V.V. Kan-i-Gut Cave Mine in Kyrgyzstan // Mine Caves / Grotte di Miniera. Memorie Instituto Italiano di Speleologia, s. II, 28, 2013. P. 79–95.

Guidelines for preparing a report

Reports are intended to promptly inform the scientific community about new discoveries and preliminary results of scientific work. The basic requirements for the reports coincide with the requirement for the articles. The volume of the manuscript should not exceed 4 sheets; it is permissible not to include a list of references.

The articles and reports based on guidelines are sent to the editorial office in the form of a compressed folder (zip, rar) e-mail by letter or through a file hosting service. The folder must be named with the surname of the first author in Latin (for example, Ivanov).

The following addresses are used to send papers:
prospeleo@mail.ru (Alexey Gunko, editor-in-chief), dolotov@yandex.ru (Yuri Dolotov, editor).