

# **Italian Journal of Geosciences Guidelines**

(Approved by the SGI Board of Directors on 05-04-2024)

## **ARTICLE 1**

(Aims and scope)

The purpose of this document is to regulate the journal called "Italian Journal of Geosciences", owned by the Italian Geological Society ETS, hereinafter referred to as the "Society", in accordance with the provisions of the current Statute and Regulation.

## **ARTICLE 2**

(Periodicity and Structure of the Journal)

The Italian Journal of Geosciences, born from the merging of the "*Bollettino della Società Geologica Italiana*" Bulletin and the "*Bollettino del Servizio Geologico d'Italia*", is a scientific journal published on a quarterly basis.

The structure of the Journal includes: the Steering Committee, coordinated by the Executive Director and assisted by the Editorial Manager, the Editorial Board, coordinated by the Editor-in-Chief, which includes the Associate Editors and the Advisory Board.

The Editor-in-Chief takes care of the management of the Italian Journal of Geosciences, with specific regard to the editorial policy. To this end, he/she/it is assisted by the Editorial Board. The Advisory Board is composed of highly prestigious Italian and foreign researchers and has advisory and guiding duties towards the Editorial Board.

The Editorial Board has the right to entrust the management of the Special Issues to Guest Editors who propose research topics of interest to the journal.

The Editorial Board and the Editorial Committee are based in Rome, at the Department of Earth Sciences of Sapienza University of Rome, Piazzale Aldo Moro, 5.

The e-mail address of the Steering Committee is: [alessandro.zuccari@socgeol.it](mailto:alessandro.zuccari@socgeol.it). The e-mail address of the Editorial Board is: [fabio.petti@socgeol.it](mailto:fabio.petti@socgeol.it).

## **ARTICLE 3**

(Appointment and Term of Positions)

The positions of the Italian Journal of Geosciences may only be held by active members of the Society.

All positions are temporary and have a duration of three years and can be renewed up to a maximum of two terms, except for the role of Executive Director Editorial Manager, which can have an unlimited duration until revocation or resignation. All positions are on a voluntary, unpaid basis, and the Society is grateful to those who serve.

The position of Editor-in-Chief is not elective, but is appointed by the Board of Directors of the Society upon proposal of the President of the Society, after having received any indications from the Editorial Board and/or chosen any applications received.

The position of the Associate Editor is not elective, but is appointed by the Board of Directors of the Society upon proposal of the President, after having received any indications from the editorial staff and/or chosen any applications received. The Associate Editors may suggest a shortlist of possible replacements, whose suitability will be assessed by the President and the Editorial Board. The Editor position may be held by foreign researchers of undisputed prestige and relevant scientific expertise.

In the event of an increase in the editorial work flow, the Editorial Board may propose to the Board of Directors of the Society to increase the number of Associate Editors.  
The office of Guest Editors shall expire with the publication of the Special Issue entrusted to them.

#### **ARTICLE 4**

(Typology of contributions)

The "Italian Journal of Geosciences" publishes original research contributions, in English, in the field of geosciences, in the form of articles, short papers, reviews, discussions and replies.

The journal is primarily intended to draw attention to the Italian territory and adjacent areas for the exceptional role they play in the understanding of geological processes, in the development of modern geology and the Earth Sciences in general.

The main focus of the journal is on the geology of Italy and the surrounding sedimentary basins and landmasses, as well as their relationship to the geology and geodynamics of the Mediterranean. However, manuscripts on process-oriented and regional studies concerning any other area of the world are also considered for publication.

Articles on structural geology, stratigraphy, sedimentology, basin analysis, palaeontology, palaeoceanography, palaeoclimatology, planetary sciences, geomorphology, volcanology, mineralogy, geochemistry, petrology, geophysics, geodynamics, hydrogeology, geological hazards, marine geology, applied geology, modelling of geological processes, history of geology, conservation of geological heritage and all related applied sciences may be submitted to the "Italian Journal of Geosciences".

The "Italian Journal of Geosciences" does not accept contributions already published in other journals, even electronic ones. By submitting their contribution to the "Italian Journal of Geosciences", Authors undertake not to propose it or publish it in other journals, including electronic ones.

#### **ARTICLE 5**

(Review Process)

Manuscripts proposed for publication in the "Italian Journal of Geosciences" undergo a peer-review process. Manuscripts are preliminarily evaluated by the Editorial Manager, who verifies the conformity of the text and images (figures and tables) to printing standards and, finally, assign them to the Editor-in-Chief to start the revision process.

The Editor-in-Chief will first evaluate appropriateness of the manuscript's structure and topics to the Journal's aims and scope. After this initial evaluation, if not immediately rejected, the manuscript will be assigned to one of the Associate Editors, who will guide the review process, demanding at least two reviews. Reviewers should be selected among those of recognised expertise in the topics of the manuscript. In the case of Special Issues, the Associate Editor will assign the manuscript to the Guest Editors, who will guide the review process by selecting two or more Reviewers.

The Corresponding Author may indicate one or more "preferred" (Preferred Reviewers) or "non-preferred" (Opposed Reviewers) reviewers who may or may not be chosen by the Associate Editor. If needed, the Associate Editor and/or Guest Editor may select one of the two reviewers among the members of the Editorial Board. Each year, the list of reviewers is published in the third issue of the Journal.

The reviewer are asked to assess: the originality of the contribution, validity of the scientific methods and assumptions, the correctness of the use of sources and method, the quality of the data presented and their reproducibility, the clarity of the critical analysis, , the correctness of the

citations and the congruity of the self-citations (which must be limited to the strictly necessary), and the correctness of the interpretations and conclusion.

In case of declared unavailability of the reviewer or failure to respect the time allocated for the review, the Associate Editor and/or the Guest Editor will replace the reviewer. The reviewer may deem the manuscript publishable, non-publishable, publishable with revisions (minor, moderate, major). The final decision on the manuscript is made by the Editor-in-Chief based on the recommendation provided by the Associate Editor. In the case of a Special Issue, the Guest Editor's recommendation is submitted for consideration to the Associate Editor, and the final decision is always made by the Editor-in-Chief. Finally, the Editor-in-Chief sends the final decision to the Corresponding Author.

If only one of the reviewers deems the contribution unpublishable, the Associate Editor and/or Guest Editor may engage a further reviewer. In any case, decision on publication lies on the Editor-in-Chief, having also consulted one or more members of the Editorial Board.

If accepted for printing, manuscripts are sent by the Editorial Manager to the printer for layout, after further verification of compliance with printing standards.

Proofs are sent by the Editorial Manager to the Corresponding Author, who is required to correct them within a week of receipt. At this stage, the Corresponding Author may only make essential formal changes, verifying the completeness and correctness of the text, tables and figures, and the accuracy of the typesetting. Further changes to the Accepted Manuscript are not considered.

For the article to be published, the Corresponding Author must send the signed copy of the Journal Publishing Agreement to the Editorial Manager.

Manuscript evaluations and the emails in which they are received are stored on the journal's ScholarOne platform (<https://mc.manuscriptcentral.com/ijg>).

## **ARTICLE 6**

(Declaration on Artificial Intelligence, AI)

The Italian Journal of Geosciences recognises importance of artificial intelligence (AI) innovations, understanding the challenges and opportunities they bring.

Authors who have used AI tools in the drafting of a manuscript, in the production of images or graphical elements of the article, or in the collection and analysis of data, are invited to explicitly declare their use, citing the artificial intelligence tool, the field of application, the research queries used and the date of use, to allow reproducibility and verification.

Authors remain responsible for the accuracy and correctness of the published content and guarantee compliance with the code of ethics and anti-plagiarism rules.

Authors who have used AI, or AI-assisted tools, are required to include a paragraph at the end of their manuscript, entitled "Declaration of Generative AI and AI-assisted technologies in the writing process".

During the preparation of this paper the author(s) used [NAME TOOL / SERVICE] on [DD/MM/YYYY] in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the publication.

## **ARTICLE 7**

(Website of the Italian Journal of Geosciences)

The journal has a website, maintained by the Editorial Manager, at the following address:

<https://www.italianjournalofgeosciences.it/>.

On the website, in addition to these Regulations, the Instructions for Authors and the composition of the Journal's structure are published.

Together with the publication of each issue, Index and abstracts of all contributions are made available on the website.

Contributions published in the Italian Journal of Geosciences may be made available on the website in "open access" upon request and payment by the Author or his/her/its institution of the corresponding fee as indicated on the Journal's website.

#### **ARTICLE 8**

(Processing of personal data)

The personal data will be treated in compliance with the discipline of the legislative decree no. 196/2003 and subsequent modifications, in any case for the sole purposes inherent to the management of the "Italian Journal of Geosciences".

The Data Controller is the Editorial Manager.