

The Leading Edge[®]

AUTHOR INSTRUCTIONS

Background

The Leading Edge (TLE) publishes articles covering all aspects of applied geophysics and other disciplines that impact it in a style that appeals to a broad readership. *TLE* is a gateway publication, introducing new geophysical theory, instrumentation, innovation concepts, and established practices to scientists in a wide range of geoscience disciplines.

The magazine publishes these articles well before these areas have undergone enough field-testing for rigorous peer review. Most material for *TLE* emphasizes practical applications and minimizes mathematical theory. *TLE* does not have page charges. *TLE* papers are reviewed and revised by authors as needed. **Submitting a paper does not guarantee publication.**

Article Requirements

All manuscripts must:

- Be written in English and require no macro-editing
- Be composed in Microsoft Word (Version 2004 or later); we cannot accept LaTeX files
- Begin with an abstract of no more than one paragraph (200 to 300 words). The abstract should be self-contained. No references, figures, tables, or equations are allowed in the abstract. Do not refer to the paper itself within the abstract. For example, do not write, “In this paper, we will discuss ...”.
- Equations should be formatted in MathType
 - Use italics for all symbols for scalar quantities, including those represented by Greek letters
 - Set vectors in boldface lowercase roman (regular) letters, and set matrices and tensors in boldface capital roman letters
- Be complete and ready for publication — no further revisions, corrections, or additions
- Be accompanied by original, high-resolution (300 dpi or higher) graphics (submitted as individual JPG, TIFF, or EPS files); do not send graphics that are embedded in a Word document
- Meet maximum word limit (generally, 3,000–5,000 words) for articles, with no more than 8–10 figures per article
- Include references compiled in the standard reference format. For proper reference style and format, refer to the Manuscript Preparation section of the GEOPHYSICS Instructions to Authors document at <http://seg.org/Publications/Journals/Geophysics/Information-for-Authors/Instructions-to-authors#manuscriptpreparation>
- Have full company approval for publication

Electronic submission of manuscripts

Manuscripts should be submitted online at <https://mc.manuscriptcentral.com/tle>.

TLE uses the ScholarOne Manuscripts system for online submission, review, and tracking. During the review process, authors use the online system to check paper status, communicate with editors, and submit revisions. To check the status of a submitted manuscript, authors should check the "Author Center" at <https://mc.manuscriptcentral.com/tle>. If necessary, authors may e-mail tle@seg.org to contact members of the *TLE* Department of the SEG Business Office.

Prepare the manuscript by following these instructions carefully, and save the text of the manuscript in one PDF or Microsoft Word file. Figures may be submitted as JPG, TIFF, EPS, or Word files. (Figures submitted in Word, however, are allowed for reviewing purposes only. If the paper is accepted for publication, JPG, TIFF, or EPS files at a resolution of at least 300 dpi will be required for production.)

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When you are ready to upload your manuscript files, enter your "Author Center." Click on "Click here to submit a new manuscript," enter the data required, and follow the steps for submitting a manuscript. Be sure to click "Submit" when you finish uploading the files and have previewed the PDF file. When you have completed the uploading process successfully, you will see a confirmation screen that includes the manuscript ID number assigned to your submission. You also will receive an e-mail confirmation within a day, to be saved for future reference.

If you need additional help, click the "Get help now" button in the upper right corner. This link brings up a new window that contains instructions, answers to frequently asked questions, and a method to send a question to the ScholarOne Manuscripts support team. If necessary, e-mail tle@seg.org to contact a member of the SEG staff, but first you should contact the ScholarOne Manuscripts support team for assistance.

Authors are requested not to address the editor-in-chief, assistant, and/or associate editors directly unless the communication is of a personal or technical nature or is an appeal. Routine communications are handled more efficiently electronically through the review system or the SEG Business Office.

Acceptable manuscript forms

Manuscripts reviewed online are circulated as PDF documents, although the original files also can be viewed by referees. Authors should submit the manuscript text as a single document in PDF or Microsoft Word. Figures may be submitted as JPG, TIFF, EPS, or Word files. (Figures submitted in Word are allowed for reviewing purposes only. If the paper is accepted for publication, JPG, TIFF, or EPS files at a resolution of at least 300 dpi will be required for production.) The online-submission software automatically combines the Word document with the figure files to create a single PDF file.

Once a paper is approved for publication, the author is required to upload the final document (and the completed copyright transfer form) through the [Author Center](#). Please complete the copyright form and upload it to the system. The paper is not considered accepted until the final document(s) are uploaded and the figures are approved by the image-quality check in the online system.

Accepted manuscripts are located under "Manuscripts accepted for First Look" in the "Author Center." The authors will click the "Submit updated manuscript" link to update data as needed and upload final documents. When submitting final documents, please check the following:

- Are author names and affiliations on the first page of the paper correct and listed exactly as they should be published?
- Do figures meet resolution requirements of at least 300 dpi?
- Are figure files named with the correct figure numbers (Figure 1, Figure 2, etc.)?
- Have you submitted all figures in the color space in which you expect them to be published? For color figures, RGB (red-green-blue) is accepted, but CMYK (cyan-magenta-yellow-black) is preferred. The production vendor will convert RGB to CMYK, but authors should be careful when referring to colors in the text because shifts can occur during conversion. For grayscale figures, upload grayscale files.
- Is the manuscript void of linking or highlighting as required?
- If you are uploading TIFF files, have you enabled LZW compression while saving?

The preferred format for production is Microsoft Word. The preferred math program for Word papers is MathType 5.1 or greater.

Previously published manuscripts

Manuscripts submitted to *TLE* must not have been published, or simultaneously published, with another journal/publication (associated with SEG or any other organization). For additional information, visit the Ethical Guidelines for SEG Publications Website at <http://seg.org/Publications/Policies-and-Permissions/ethical-guidelines>.

Authorship

An author's central obligation is to present an accurate account of the work performed, as well as an objective discussion of its significance. If a manuscript has more than one author, then authorship is attributed to a group and all members must meet the full criteria and requirements for authorship.

For a multi-authored manuscript, one author will serve as the corresponding author, becoming the primary correspondent with the *TLE* Editorial Office during the submission and review process. The corresponding author will also be responsible for filling out the copyright form on behalf of all coauthors of a manuscript.

Multimedia

TLE is published in several online formats enriched by multimedia files. We encourage authors to submit multimedia files in the following formats:

Audio:

- MP3 (*preferred format*)
- PCM
- WAVE
- AIFF
- MPS (128 kb or greater)

Multimedia:

- MP4 (*preferred format*)
- QuickTime Nonstreaming
- MPEG
- DV

Detailed submission guidelines for multimedia files are available on page 5 of the “Instructions to Authors” posted at <http://seg.org/Publications/Journals/Geophysics/Information-for-Authors/Instructions-to-authors>.

Additional resources

A list of special sections, along with the contact information for guest editors, is available in the *TLE* editorial calendar printed in each issue and online at <http://seg.org/Publications/The-Leading-Edge/Editorial-calendar>.

TLE follows the many of the guidelines set out for GEOPHYSICS, which are listed in the journal’s “Instructions to Authors.” Detailed information is online at <http://seg.org/Publications/Journals/Geophysics/Information-for-Authors/Instructions-to-authors>.