



Quaestiones Geographicae –a journal listed on the Web of Science
Editorial Office: Bogumiła Krygowskiego St. 10, 61-680 Poznań, Poland
phone: +48618296175; qg@amu.edu.pl

Guidelines for Authors

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1. General Information

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

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

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

1.1 Categories of contributions

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

1.2 Submission of the manuscript

Authors are asked to submit their paper by manuscript system-online:
<https://pressto.amu.edu.pl/index.php/qg/about/submissions>

2. Preparation of the manuscript

Manuscripts should be written **in clear, grammatically correct English**.

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

2.1. Language editing

Assist journal editors in evaluating your manuscript by ensuring that the text is well-written, clear, and effectively conveys the scope and significance of your research.

High-quality scientific writing:

- Improves the likelihood of a manuscript being accepted for publication.
- Enhances the visibility and influence of the research within the scientific community.
- Facilitates a faster understanding and recognition of the study's findings.
- Strengthens readers' confidence in the reliability and overall quality of the research.

2.2 Manuscript format

The manuscript should include Title, Abstract, Keywords, Main text, Acknowledgments (optional) and References. The internal structure of the Main Text should be appropriate to the type of contribution. Original research papers typically include sections such as Introduction, Materials and Methods, Results, Discussion, and Conclusions.

2.3 Text body and length

- The text should be typed using a 12-point font, **New Times Roman** style.
- Use 1.5-spaced throughout and with approx. 25 mm margins.
- **Please do not insert hyphenation.**
- Figures and Table's captions should be verbless sentences.
- Please avoid long descriptions in figure captions – all necessary information should be included in legends.
- The average contribution is expected to be 30,000- 40,000 characters (including spaces).
- Pages should be numbered consecutively

Manuscripts should be submitted in two formats: (1) an editable file in OpenOffice, Microsoft Word or RTF format, and (2) a PDF file.

In the version submitted for review, all illustrations, figures, diagrams, and tables should be embedded in the text at the appropriate locations. In addition, each illustration, figure, diagram, and table should be submitted as a separate file (see Section 2.6 for details).

Submissions are assessed for their scientific quality and suitability for the scope of the journal.

2.4. Keywords

Provide 4 to 8 key words.

2.5. Abstract

Each article is to include **an abstract of approximately 250 words**. It should not repeat the title or include literature references, tables, or illustrations. The abstract should indicate the scope of the study, the methods used, and the main results. It should also highlight the main points of the article.

2.6. Tables and illustrations

Tables and figures should be submitted as separate files (e.g. Table1.xls, Table2.doc, Fig.1.tif, Fig.2.png, etc). They should be **numbered consecutively and cited to in the text**. Each table or/and figure should have a caption.

Tables should be provided in an editable text format and should not be embedded as objects.

Figures created in Microsoft Excel, Microsoft Word, or CorelDraw should be submitted in their original file format. Figures created in CorelDraw should not be converted to *.tif or *.jpg. Figures prepared in Adobe Illustrator should be submitted in either of the three formats: *.ai, *.eps or *.pdf.

Figures prepared in other software should preferably be exported to *.wmf, *.emf or *.eps. If this is not possible, they should be saved in *.tif, *.jpg, or *.bmp formats. For JPEG files, the lowest compression and the highest possible quality settings should be used. Low compression should be avoided, as smaller file sizes result in poorer image quality. The minimum resolution should be 300 dpi for a final printed width of 170 mm (two-column layout) or 80 mm (single-column layout).

Scanned figures should be saved in *.tif or *.png formats. Digital photographs should be submitted without any changes to their original size and resolution.

2.7. Literature cited in text

References and citations should be limited to published works or works in press. Unpublished results and personal communications are not recommended for inclusion in the reference list but may be cited in the text. Citation of a reference as "in press" implies that the work has been accepted for publication. References in the text should be cited by giving the author's name(s), followed by the year of publication, as shown below: (Chojnicki, Parysek 1999) or (Howard 1998) or (Kozarski et al. 1995) or Chojnicki and Parysek (1999) or Kozarski et al. (1995). Please note that names should be separated by commas (not semicolons), and no comma should be used before the year. If there are several works by the same author published in the same year, they should be distinguished using letters (e.g. Smith 1999a and Smith 1999b). In the text, they should be cited as (Smith 1999a, b). When citing multiple references, they should be listed chronologically, from the oldest to the most recent. If several publications from the same year are cited, they should be listed alphabetically by author. Please ensure that every reference cited in the text appears in the reference list, and vice versa.

2.8. List of references

All references should be listed in full at the end of the article in alphabetical order (with works by the same author arranged by year of publication), in accordance with the following pattern (a simplified Harvard style). Please also include the DOI number, where available.

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

2.9. Web references

Web references should be included in the general reference list at the end of the article. They should provide the full URL and the date of last access. Any additional information, where available (e.g. DOI, author names, publication dates, or source details), should also be included.

- Klugman J., Scott T., 2009. Twenty years of transition and human development: an appraisal. *Development & Transition* 14: 17-19. Online: europeandcis.undp.org/data/show/D0D2548E-F203-1EE9-B1D3BDF5CD36C0DE (accessed 24 September 2012).
- For works without a publication date: Banks I., (n.d.). The NHS Direct healthcare guide. Online: healthcareguide.nhsdirect.nhs.uk (accessed 29 August 2012).

2.10. Units of measurement

Use the International System of Units (SI) wherever possible.

3. At the end of paper

3.1. Acknowledgments

Acknowledgements should include financial support from academic or scientific institutions, contributions from co-workers (e.g. in fieldwork, laboratory work), sources of data and software, and other services (e.g. dating).

3.2. Author's contribution

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

3.3. Copyright

Submission of a paper implies that it has not been published elsewhere and is not under consideration for publication elsewhere. Authors are responsible for obtaining permission to reproduce any material for which they do not hold copyright.

3.4. Disclaimer

The journal does not charge article processing charges (APCs) or submission fees. The Faculty of Geographical and Geological Sciences and the Faculty of Human Geography and Planning at Adam Mickiewicz University in Poznań cover all costs associated with the publication of each issue of *Quaestiones Geographicae*.

4. Basic rules of reviewing articles

- Each manuscript is evaluated by at least two independent reviewers who are not members of the Editorial Board.
- At least one reviewer is affiliated with an institution in a country different from that of the author(s).
- The identities of both the author(s) and reviewers are concealed (double-blind peer review).
- In all cases, reviewers are required to declare that no conflict of interest exists between themselves and the author(s), including in particular: o no direct personal relationships (e.g. kinship, legal ties, or conflicts), o no relationships of professional subordination, and o no direct scientific collaboration within the two years preceding the review.
- The review is provided in written form and concludes with a clear recommendation regarding acceptance or rejection of the manuscript.
- The review form is made publicly available on the journal's website.

- The names of reviewers of individual articles or volumes are not disclosed; however, the journal publishes an annual list of cooperating reviewers.

5. After Peer Review

Authors are required to carefully review all comments and recommendations provided by the reviewers and the Editor. Each comment should be addressed thoroughly and respectfully.

Based on the reviewers' feedback, authors should revise the manuscript accordingly. All modifications should be clearly indicated using the **Track Changes** function or another equivalent revision mode.

In addition, authors must prepare a separate **Response to Reviewers** document. This file should include a point-by-point response to each reviewer comment, explaining how the issue has been addressed in the revised manuscript. If a suggestion has not been implemented, the authors should provide a clear and scientifically justified explanation.

When submitting the revised manuscript, authors must upload the following files:

1. **Revised manuscript with tracked changes** (revision mode enabled), showing all modifications made in response to the reviewers' comments.
2. **Clean revised manuscript**, with all tracked changes accepted and comments removed, representing the final version of the manuscript.
3. **Response to Reviewers**, containing detailed, point-by-point responses to all reviewer comments.

Failure to provide all required files may delay the editorial process and the final decision on the manuscript.

Physical Geography and Geoinformation (GIS)

Human Geography and Spatial Management

Managing Editors

Zbigniew Zwoliński
zbzw@amu.edu.pl

Joanna Dominiak
dominiak@amu.edu.pl

Executive Editors

Monika Rzodkiewicz
monika.rzodkiewicz@amu.edu.pl

Krzysztof Stachowiak
krzysztof.stachowiak@amu.edu.pl