

**CHECKLIST FOR AUTHORS FOR SUBMISSION OF PLANETARY GEOLOGIC MAPS TO
USGS FOR POST-PEER REVIEW EDITING AND PUBLICATION
(VERSION: 7/20/2009)**

The goal of the USGS publications groups (PSC), as part of the NASA-sponsored Planetary Geologic Mapping Program (PGM), is to publish accurate planetary geologic maps in a professional manner, while minimizing publishing costs. Authors facilitate this by following the guidelines below (see additional guides and helps on the PGM web page); in fact, authors will take chief or sole responsibility for the correctness of some of the details. Authors will check the boxes () provided to signify each item has been completed. Preparing the publication correctly before submitting the materials to PSC saves everyone time in the long run.

Peer reviews and nomenclature. Authors must address all peer review comments and nomenclature issues, including those raised by the USGS map coordinator (Ken Tanaka) and nomenclature specialist (Jen Blue). Normally, this is the case before submission to PSC, but the PSC editor will make a final check that all such issues have been adequately addressed.

- Include all technical and map coordinator reviews and author responses.
- Include a location map of all approved and proposed IAU nomenclature for the map area.

Graphic materials. Use a recent, similar, published USGS planetary map as a guide to preparing publication materials (especially one of your own, if you have one!). Other suggested quadrangle maps to use as guides are the recently published Mars quadrangles (Hadriaca Patera, SIM 2936, <http://pubs.usgs.gov/sim/2007/2936/>; western Hellas Planitia, SIM 2953, <http://pubs.usgs.gov/sim/2007/2953/>) and Venus quadrangles (Sif Mons [V-31], SIM 2898, <http://pubs.usgs.gov/sim/2007/2898/>; Mead [V-21], SIM 2897, <http://pubs.usgs.gov/sim/2006/2897/>).

- Bases and grids must be those supplied by USGS (Bob Sucharski) and the mapping must be registered to these. USGS will not correct maps prepared on bases that do not register to the official base and grid.
- Choose fonts (size, type), symbols (size, type), lines (types, linewidth), colors, and formats for unit symbols and colors similar to those on recently published maps. Especially note how colors, text, lines, and symbols overprinted on a shaded-relief base will appear to be sure your choices will print clearly. See Venus symbols samples on the PGM web page. (*Notes: USGS PSC will no longer make unit color selections, such as to conform to previous maps, etc. To choose proper colors, first set the color mode in Illustrator to CMYK (File:Document Color Mode:CMYK Color), then use only the following specific percentages for CMY (by choosing Window:Color:Show Options:CMYK): 8%, 13%, 20%, 30%, 40%, 50%, 60%, 70%, 100%); black (K) must be 0%. Avoid dark unit colors that obscure the base, labels, linework, and symbols. Line and point symbols must be on separate layers and should only have stroke for color.*)
- Make unit linework (i.e., contacts) separate from unit color fill and put each color unit in separate layers (see the how-to guide for this at on the PGM web page).
- Check that unit colors are consistent between the map and the Correlation of Map Units (CMU) and, at author's discretion, with recently published maps of relevance.

- Ensure that figures are adequately labeled and described to show scale, location, orientation, illumination angle, north direction, projection, etc. as needed and that symbols and linework (e.g., unit contacts and geologic features) are consistent with the map. Figures must be clean; extraneous layers and data are removed by authors before submittal. Labels should be consistent in style and size among figures.
- Where applicable, follow additional style guidelines for Venus maps and planetary geologic map symbols at: <http://astrogeology.usgs.gov/Projects/PlanetaryMapping/>. Especially format the CMU as in published examples. Keep bracketed headnote instructions or keys to the CMU to a minimum.
- Submit a hard copy of the map and CMU at scale. Submit page-size hard copy of all figures. Consult with Ken Tanaka regarding over-size figures.
- Graphic files must be submitted in a current/recent version of Adobe Illustrator format (including appropriate layers for maps and figures). Improperly/poorly prepared files will be returned to the author for revision. Map files must include the original base map as supplied by USGS (Bob Sucharski). (*Note: Base files must be original—Bases that have incorrect scales or projection or are produced from a scan will be rejected and the map will not be submitted for publication until the base and map files are correct.*)

Text materials.

- Consult recently published USGS maps and PGM web page guidelines as needed for acceptable forms of style, formatting, and organization of the map text.
- Particularly ensure that the references are properly formatted to USGS style and that terminology is used consistently (especially unit symbols and names).
- Compare your figure and table captions to similar recently published captions to be sure they contain the required information, such as location. Ensure consistent formatting of tables. Tables must be created in the Microsoft Word table format.
- Submit text files and hard copies of the discussion, references, tables, figure captions, DMU, and text for the map explanation all in *12 pt. type* and *double spaced* for edit in Microsoft Word format. Hard copy text materials should all be on page-size paper stock, not on the map plot.

Contacts. We realize that preparation of geologic maps can be a daunting task. Please do not hesitate to contact USGS personnel as needed to facilitate effective and efficient processing of your map! And to provide us with suggestions on how to improve the process.

-technical and map coordinator reviews, PGM web page, miscellaneous matters: Ken Tanaka (928-556-7208; ktanaka@usgs.gov)

-editing/format: Jan Zigler (650-329-5075; jzigler@usgs.gov)

-file preparation: Darlene Ryan (928-556-7238; dryan@usgs.gov)

-base maps and grids: Bob Sucharski (928-556-7161, bsucharski@usgs.gov)

-nomenclature: Jen Blue (928-556-7245, jblue@usgs.gov)