

Author's Checklist

(a MS Word version can be downloaded from [here](#))

Item	Check	Important remarks
Word count	Main text: Single-column figures: Double-column figures: Single-column tables: Double-column tables: Total word count:	The main text word count limits exclude the title page, notation list (e.g., symbols, abbreviations), captions of tables and figures, acknowledgments and references. The total word count is the sum of all aforementioned counts and it should be lower than the maximum count allowable for each category. See the Guide for Authors for the maximum and equivalent word counts.
Manuscript type	<input type="checkbox"/> Article <input type="checkbox"/> Technical Note <input type="checkbox"/> Case Study <input type="checkbox"/> Review article <input type="checkbox"/> Discussion <input type="checkbox"/> Invited paper for a Special Issue.	Select manuscript type. See the Guide for Authors for article categorization.
Submission	Is the submission prepared as a MS Word file? Does the submission file have a size smaller than 50 MB? <input type="checkbox"/> Yes <input type="checkbox"/> No	This is the complete document that reviewers will access. The submission file includes the cover letter and this checklist.
Cover letter	Does the cover letter adhere to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	The cover letter should include: manuscript title, submission type, authorship information, statement of key findings and work novelty, and related previous publications if applicable.
Title	Does the title adhere to the recommendations of the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	The title must be concise and informative. Avoid abbreviations, acronyms or formulae. Discussions should contain the title of the paper under discussion. Only the first letter of the first word should be capitalized.
Authors' names and affiliations	Do the formats of the authors' names and affiliations adhere to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	The first name(s) should not be abbreviated. The authors are allowed to abbreviate middle name(s). Affiliation(s) should follow the format: Institution, (Department), City, (State), Country.

Corresponding author	Has the corresponding author been indicated? <input type="checkbox"/> Yes <input type="checkbox"/> No	The corresponding author should be identified by a pound sign # beside his/her and in a footnote.
English expression quality	Have grammar and technical writing been revised? <input type="checkbox"/> Yes <input type="checkbox"/> No	Authors must proof read and revise all aspects pertaining to the quality of English expression. That is not a role of the editorial, review or publishing teams.
Declaration of interest	Was the declaration of interest included in the manuscript? <input type="checkbox"/> Yes <input type="checkbox"/> No	A section entitled “Declaration of interest” should be included following any acknowledgments and prior to the reference section. In case of the absence of conflicting interests, the authors should still include a declaration of interest.
Authorship statements	Were the authorship statements included in the manuscript? <input type="checkbox"/> Yes <input type="checkbox"/> No	A section entitled “Authorship statements” should be included following the declaration of interest section. Please refer to the Guide for Authors for formatting matters and acceptance criteria for authorship.
Acknowledgements	Are the proper acknowledgements included? <input type="checkbox"/> Yes <input type="checkbox"/> No	When research has been funded by a government agency, industry or other organization, include grant/award/funding information.
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Similarity check	Are the authors aware of journal’s policy of screening for plagiarism? <input type="checkbox"/> Yes <input type="checkbox"/> No	Manuscripts will be rejected if more than 20 % of content matches previously published work. The decision to reject will be under editors’ discretion if the percentage is between 10 % and 20 %.

Formatting instructions	Does the manuscript format adhere to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	Please refer to the Guide for Authors for details regarding: Abstract, Keywords, List of symbols, Citations, References, Captions for figures and tables, Mathematical Equations.
Line numbering	Are all lines numbered? <input type="checkbox"/> Yes <input type="checkbox"/> No	Lines should be numbered continuously.
Abstract	Does the manuscript format adhere to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	The abstract should be between 150 and 250 words in length. The abstract should state briefly the purpose of the work, the main results, conclusions, and key findings.
References	Are all references included and does their format comply with the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	A link for Soils and Rocks' customized style for the Mendeley software and formatting examples are available in the Guide for Authors.
Figures and tables	Are figures and tables formatted according to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	Ensure all figures are correctly formatted and produced in high definition. Please refer to the Guide for Authors for more details regarding minimum lettering size, lettering font, and others details. Soils and Rocks enforces strict rules regarding the acceptable quality of artwork and illustrations.
Figure captions	Are figure captions placed below figures and adequately formatted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Figure captions should be placed below the figure in the manuscript.
Table captions	Are table captions placed above tables and adequately formatted? <input type="checkbox"/> Yes <input type="checkbox"/> No	Table captions should be placed above the table in the manuscript.
Mathematical equations	Are the mathematical equations formatted according to the Guide for Authors? <input type="checkbox"/> Yes <input type="checkbox"/> No	Equations must be created using MathType or the built-in equation editor in MS Word. All variables must be presented in italics. Equations must appear isolated in a single line of the text. Numbers identifying equations must be flushed with the right margin.