

## How to Submit to *Transactions*

*Transactions* is an annual publication of the Society for Mining, Metallurgy and Exploration, Inc. (SME). *Transactions* consists of three sections: all of the peer-reviewed technical papers from *Mining Engineering*, all of the peer-reviewed content of *Minerals & Metallurgical Processing*, plus 15 to 20 additional papers on subjects ranging from mineralogy to mine safety. These papers are chosen from the pool of papers submitted to *Mining Engineering/ Transactions*; the editor in chief makes the final decision about placement. Papers chosen to appear solely in *Transactions* are typically longer and/or more specialized than papers chosen to appear in *Mining Engineering*.

*Transactions* uses the online peer review system Scholar One. Papers for the *Transactions* volume must be accepted by October 1 of the year prior to the *Transactions* publication date.

Please be advised that all papers must be original and unpublished. Material that has been published by other professional organizations, commercial journals, or has been published by an SME publication (other than preprint CDs) is not acceptable.

## Style Guidelines for *Transactions*

A paper should contain the following components:

- **Title:** The title should be appropriate, informative and concise. Avoid using more than 15 words in the title. Less than ten is best. Also, titles should not begin with A, An or The.
- **Authors:** Show names of all authors below the title. The format is the author's initials followed by the last name. Please provide the names, job titles (e.g., professor, graduate student, research engineer, manager) and affiliations (e.g., department, university, company, government agency) and locations (city, state and country) for all authors. An e-mail address may be provided for the communicating author if the authors so wish. The communicating author is assumed to be the one identified by Scholar One (i.e., the author who submits the paper through Scholar One) unless otherwise specified. **PLEASE NOTE:** All communication, including acceptance notices, information requests and proofs for final correction, are sent to the author who registers the paper through Scholar One and ONLY to that author. The editors are not responsible for communication or lack thereof among authors.
- **Abstract:** An abstract must be included with all papers. The abstract should be 100 to 300 words long and should briefly describe the objective, content and results.
- **Body of paper:** Typical components include headings such as Introduction, Materials and methods, and Results. The actual components used should be appropriate to the material presented. The objective of the paper should be clearly stated and adequately supported.
- **Conclusions:** The conclusions section should summarize the results and may also include recommendations for future work.
- **Acknowledgments** (optional): Any acknowledgments should appear before the references.

- **References:** The formats for the references vary slightly depending on the type. See below for formats.
- **Appendices** (optional): Additional supporting information if appropriate. (These should be labeled Appendix A, B, etc.)

### Units

Units used throughout the paper should be consistent. The following forms are acceptable:

- All SI units (according to IEEE/ASTM SI standards).
  - SI units with English units in parentheses (only if necessary—if the original measurements were made in English units, for example)
- Please be sure to clearly define units, e.g., metric tons (t), short tons (st) or long tons (lt).

### Tables

Tables should be numbered consecutively using Arabic numerals (not Roman numerals), e.g., Table 1 and Table 2. Table titles should be brief and to the point. Tables must be submitted as Word or Excel files that can be copied in sections and pasted. Static images are *not* acceptable.

### Illustrations

Illustrations include graphs, drawings and photographs. All are designated as figures in the text and are identified as Fig. 1, 2, 3, etc., or as Figs. 4 and 5, etc. Spell out the word Figure at the beginning of a sentence. The figures are numbered consecutively in the order that they are mentioned in the text. Do not use terms such as Plate 1 or Graph 3. Figure captions should be brief and to the point. Illustrations should be in electronic format and contained within the Word document or submitted as separate files (JPEG, TIFF etc.). It is recommended that electronic illustrations be at least 300 dpi. Illustrations must be high quality. Text within the illustration must be of appropriate size and must be readable. Text should also be in American Standard English, not British English or its variants. Lines in line drawings should be of an adequate and even thickness (e.g., 1 pt) and curves should be smooth. Please note that images taken from PowerPoint slides are often of inferior quality. Please check the visual resolution of an image in PDF form before submitting.

### Mathematical equations

Symbols, subscripts and superscripts should be clearly identified. Symbols representing physical quantities should be in italics, e.g.,  $W_p - R_1 + r^2 = 1$ . All equations must be numbered consecutively with a number in parenthesis, e.g., (1), (2) and (3). In the text, equations are referred to as Eq. (1) or, for example, as Eqs. (3) and (4). Spell out the word “Equation” at the beginning of a sentence, e.g., Equation (5).

### References

The following formats are used in the references section of the paper. They vary slightly depending on the type (book, article, internal report, etc.). Note that words in the titles of journal articles and book chapters are lower case, while words in the titles of books, theses, brochures, etc., are capitalized. Also note that magazine, journal and book titles

appear in italics. Journal titles may be abbreviated but book titles may not (please, no *Proc. of the Int. Conf.* etc.)

• **Journal articles and book chapters:**

Jones, S.M., and Smith, R.J., 1996, "Flotation of coal using new reagents," *Minerals & Metallurgical Processing*, Vol. 23, No. 4, pp. 34-40.

Smith, R.J., and Jones, S.M., 1990, "Column flotation of coal," *Proceedings of the 1st Annual Coal Processing Conference*, J.J. Doe, ed., May 11-24, 1990, Lexington, KY, SME.

• **Books:**

Doe, J., 1995, *Coal Processing*, SME, 340 pp.

Smith, R., 1994, *Principles of Gold Processing*, 2nd Edition, McGraw Hill, 400 pp.

• **Reports, brochures, letters, theses, patents, etc.:**

Doe, J., 1990, "Mathematical Modeling of Coal Separation," Ph.D. Thesis, Mineral Tech University, Mineral City, CA., 248 pp.

Doe, J., Smith, R., and Jones, H., 1994, "Pilot Plant Flotation Testing Using New Reagents," US Bureau of Mines, Report of Investigations, RI 9499, 12 pp.

Jones, D., 1998, "Coal Flotation Testing of Samples from the North Coal Deposit," Ajax Project Progress Report, Ajax Mining Co., February, 8 pp.

In the text, references should be cited by author's last name and date of publication.

Examples are as follows:

"Previous work performed by Doe (1997) indicated that..."

"The new method produced excellent results (Doe, 1995; Jones and Smith, 1996; Smith et al., 1998)."

"According to several researchers (Jones, 1997a, 1997b; Smith and Jones, 1998), the procedure..."

References in the reference section should be listed alphabetically. Multiple references are listed in the text chronologically, and, in the case of more than one work by the same author or authors in the same year, they are listed as a and b, e.g., Smith, 1995a and Smith, 1995b.

## **General Considerations**

An acceptable technical paper for publication in *Transactions* has maximum interest in a general or specialized area of mining, mineralogy, mine safety, exploration, etc. It is technically sound and free from personality and commercial bias. It contributes something new to the art and science of engineering. It can be a comprehensive review paper of past and present engineering practice. In any case, it should be as concise as possible.

Unacceptable technical papers are those having an obvious sales approach, those based on fallacious or dubious engineering analysis, or those whose approach is too elementary or descriptive of widely accepted engineering practice.

- A **scientific report** should be an original contribution with respect to technical content, such as:

- Innovative practice or research,
- New application of existing technology, or
- An improved and updated source of current reference material.

A paper that is an original contribution to technical literature contains information never before published in a form readily available to the public and adds a new concept or development to existing technical knowledge.

- A **review paper** presents new views on older, but still important, problems. A review paper can collect in one document material previously published only in fragmented segments or information not in the public domain. To be most useful, a review paper should use bibliographic references to relate to pertinent technical literature.

Prior publication means the work has been previously available to the engineering profession and can be found in a search of the literature (in English) on the subject. A more subtle form of prior publication is the inclusion of the reviewed paper within another. SME policy discourages prior publication. Papers containing material previously published by other professional organizations or commercial journals are not considered acceptable.