

THE AERONAUTICAL JOURNAL

Instructions for authors

CORRESPONDING AUTHORS

The author willing to handle correspondence at all stages of refereeing, production and post-production stages should be indicated clearly on the covering letter. Their full name, full postal address, telephone and fax numbers should be included with their e-mail address.

PREPARATION OF PAPERS

General

Initial submissions must comprise a PDF, MS Word or LaTeX file including figures. These must be sent to the Editor either by email or posted disc. E-mail and postal addresses for submissions can be found at the bottom of this sheet. The accompanying letter must include a request for publication and state that the paper has not been published previously or submitted for publication elsewhere. The author is invited to suggest three appropriate referees and a suitable Associate Editor to handle the submitted manuscript. Keywords describing the main subject(s) covered by the paper should also be given.

The receipt of papers will be acknowledged by return, with a copy of these conditions and a reference number which should be used in all correspondence.

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There exists the option of having papers published in colour in the paper version. This can be carried out for a fee agreed and invoiced before publication. All papers appear in colour on the RAeS website.

Figures

All figures must be provided by the author(s) and must be included with the initial manuscript. Hand drawings should be avoided. Drawings considered unsuitable for publication will be returned with a request for them to be resupplied electronically. All figures should be numbered and given captions. References to figures in the text should be referred to as; Fig. 1, Figs 2 and 3 or Figure 1 if at the start of a sentence.

Photographs should be provided electronically and be scanned at 300dpi. Graphs, tables, charts etc. should be at least 150dpi. Figures and photos are accepted in the following formats: JPEG, TIFF and EPS.

STYLE GUIDELINES

Papers must be in English and should comply with the structural guidelines below and should preferably not exceed 10,000 words. The following is the recommended generic format:

Title: The title should be kept short and concise.

Authors' names and affiliations: Names should be presented in the order they should appear on the published paper. Each author's organisation to which they are associated should be included with accompanying address, please note this will be published along with authors' email addresses.

Abstract: An abstract of around 150 words which summarises the paper and contains no references.

Nomenclature: A list of all symbols and abbreviations used in the text and figures, whether familiar or not, should be given in alphabetical order with, for example, c before C and all English letters listed before Greek symbols. Subscripts and superscripts should be listed separately where possible. SI units should be used throughout.

Introduction: Discuss the *raison d'être* of the work, including previous work by others and how the work presented aims to advance or complement this.

Equations: Equations must be numbered in brackets (...1). Each equation should be produced electronically in *WORD* preferably using Equation Manager or Mathtype. Variables should be in italics. Constants should be in plain text. Vectors and matrices should be in plain text but bold. Cos, Sin, Tan should begin in capitals and be in plain text.

Conclusions: This section should be very concise and bullet points are recommended for clarity. The degree to which the aims have been achieved should be portrayed clearly to the reader. Suggestions for future work or comments on work in progress are encouraged.

References: References should be numbered sequentially in the text as they occur and placed at the end of the manuscript. For example, most common for papers⁽¹⁾ and reports⁽²⁾. They should be presented as follows:

1. Miller, P and Wilson, M. Wall jets created by single and twin high pressure jet impingement, *Aeronaut J*, March 1993, **97**, (963), pp 87-100.
2. Green, J.E., Weeks, D.J. and Brooman, J.W.F. Prediction of turbulent boundary layers and wakes in compressible flow, ARC R&M No 3791, 1979.
3. King-Helc, D. *Satellite Orbits in an Atmosphere*, Blackie, Glasgow, 1987.

Appendices: If no suitable reference is available appendices may be used to clarify certain points, such as a step in the theoretical analysis.

Tables: Tables should have a number and a caption. Each table should be cited in numerical order in the text.

THE REFEREEING PROCESS

A minimum of two referees are used for a paper and it is requested that authors suggest the names and addresses of three possible independent referees to review their paper although the Editor reserves the right not to use them. One copy of the manuscript is sent to each referee with a request for a thorough review.

Once both referees have replied, their comments are sent to the author and if changes are recommended they are invited to revise the paper as suggested. It is helpful if a list of those changes included by the author is provided with the revised version.

Unless a paper has been accepted by both referees, a revised manuscript will be sent once more to the referees. If the Editor feels, having considered the second reviews, that the authors have not responded adequately to the original reviews of the referees, then the paper will be rejected. Thus it is imperative that all comments are addressed properly by authors. A third referee may be approached if the Editor considers it appropriate. The Editor reserves the right to reject a paper on grounds of quality or lack of co-operation from authors.

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Once a paper is accepted, the authors will be invited to send the approved version of the text on CD-ROM or by e-mail. The preferred text format is Microsoft Word with separate individual electronic graphic files (JPEG, EPS or TIFF files at 300dpi minimum) for any figures used. Latex files are also accepted. The positions of each equation should be indicated in the text.

Following acceptance

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