



# AUTHOR GUIDELINES

## *OXFORD RESEARCH ENCYCLOPEDIA OF PLANETARY SCIENCE*

### Your Contract

Please make sure you have signed your digital contract. If you would like to add a co-author, please notify the OUP Development Editor before you sign your contract.

### Writing Your Article

Include the following sections: [Summary](#), [Keywords](#), [Main Essay](#), [Further Reading](#) (optional), [References List](#).

Your article should present a narrative overview of the full scope of your topic. It should be written for scientists, scholars, and university-level readers, including advanced undergraduates, graduate students, practitioners, and researchers within your field and adjacent fields, seeking up-to-date articles and materials on the major topics in your field. It should provide a balanced, synthetic summary of key topics and their development over time, and include key important contributions and contributors, debates, and controversies. The article should be oriented globally, reflecting international and/or non-English-language scholarship or research where possible. Note that the Oxford Research Encyclopedia is not a journal, and articles are not intended to be research-driven reviews.

**Be original.** Oxford Research Encyclopedia only publishes new, previously unpublished articles. Avoid reproducing text or commentary—even your own—which has already appeared or been published elsewhere.

**Think long-term.** Do not engage with anything that is obviously ephemeral and will cause your article to date very quickly. You should exercise judgment on what controversies within the discipline will look like mere “flashes in the pan” five or ten years on. While it is not necessary to avoid these altogether, be cautious to not overstate their significance or unduly devote too much space to them.

**Length and scope.** Your article should be 6,000-10,000 words in length, including Summary, Keywords, Main Essay, and References. Limit the use of jargon and abbreviations and define uncommon technical terms.

**Title.** Your article title is listed on your contract. If you would like to suggest a new one, please confer with your OUP editor.

**Your reader.** Assume that the reader is knowledgeable in the field and its discourse and terminology. Though it is always a good idea to avoid jargon, you can and should engage with the terms and ideas in circulation in the area.

## Article Summary and Keywords

Please submit your article summary within one month of article assignment, before submitting your completed article. You may submit any revisions to your summary when you submit your full article.

### Article Summary

The article summary should be a brief synopsis of the topic, not of the article itself. The summary should be roughly equivalent to a definition, one or two paragraphs in length. Unlike a traditional “abstract,” the summary should be able to stand on its own as a useful piece of content without reference to a larger article. Please also note that our website platform does not support citations in the summary. The summary will publish right away and serve as a preview for the full article. When the full article is published, the summary will appear at the beginning. If you would like to make changes to your summary when you submit the final article, please include a revised copy.

### Keywords

Please suggest 5-10 keywords that describe the content of your article. Keywords will ensure your article is searchable and discoverable online. Keywords are equivalent to terms in an index in a printed work.

## Main Essay

Articles should present an overview of the full scope of a topic, its animating factors, and its developmental arc. Discuss the observational, theoretical, and experimental techniques used on the phenomena of focus. Article structure can be devised in this fashion:

### Introductory Paragraphs (400 – 500 words)

- Define the topic you will cover and why.
- Outline the areas of science that inform your work. Note how this work fits in the larger context of planetary science.

### Part One (2000 – 3000 words)

- Chart our understanding of the topic as it has developed over time: consider when and how the topic appeared and then took on its current form.
- Provide balanced coverage of the context, the controversies, and the debates that have informed and helped to form the topic, and that animate it now.
- Discuss foundational and notable discoveries or advances and those who made them within their context and current perspectives; include biographical details as needed.

### Part Two (2500 – 3500 words)

- Present the current state of the science, discipline or areas of study that your article focuses on, including strengths and weaknesses. Include observational, theoretical, and experimental techniques used.
- Refer to work in as many other countries as is sensible.
- You may add material from your own research in moderation.

### Conclusion (400 – 500 words)

- Draw together significant conclusions that assess the field, including strengths and weaknesses.
- Conclude with your judgment on what significant questions remain, are being pursued, or should be pursued.

## Further Reading

This section should be a list of the first 10-25 readings to which you would direct a researcher who wanted to read more deeply on this topic. These sources may, but need not be, cited in the text. This section is optional.

## References and Notes

### References List

Your article should include a complete works cited list in APA citation style under the heading "References."

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### Numbered Endnotes

List any endnotes at the end of your article.

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## Style, Spelling, and Format

### Style and Spelling

Please follow the *Publication Manual of the American Psychological Association*, 6<sup>th</sup> edition. Any style guidelines given in these instructions supersede those of APA. Spelling should follow the *New Oxford American Dictionary*.

- Use the Oxford comma: “one, two, and three” (not “one, two and three”).
- Do not reference yourself directly or use first-person pronouns (e.g., “I believe...” or “...as we will see...”).
- Avoid directional language (“see below” or “in the section above”). Instead, refer to specific section headings which can be cross-linked.

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Headings and subheadings should be concise, consistently formatted, and clearly identifiable. This means all first-level headings should be formatted the same way, all second-level headings should be formatted the same way and differently from first-level headings, and so on. Use no more than four levels of headings.

### Format

Your manuscript should be a double-spaced, letter-size page, typed in Times New Roman 12 point. Please keep formatting such as bold, underlining, manual section and page breaks, to a minimum. Assign your article a file name with author name first followed by article title.

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