

Covering Letter (Polar Geoscience)

1. Title and running title

Title:

running title:

key words (within 5 words):

2. Manuscript

Title, abstract, text (pages in double space), Figure (page(s)), Figure caption (page(s)), Table (page(s)), Photo (page(s)), Plate (page(s))

3. Author's name

4. Affiliation

5. Address, Tel, Fax. e-mail

6. Checked before submission of the paper

The first

- The length of abstract if less than 200 words.
- Keywords (within 5 words).
- Examined your reference style.
- Wrote your name in each table and illustration.
- Enclosed three complete copies for scientific paper.
- Indicated the name and version of the word processing program on a 3.5" diskette (DOS text or ASCII).

The final

- Made instruction to printer.
- Indicated by a marginal note a place for each table and illustration.
- Wrote your name in each table and illustration. (two copies for other articles).
- Indicated the name and version of the word processing program on a 3.5" diskette (DOS text or ASCII).

7. I, representing all co-authors if any, agree on Copyright Agreement of the Note to Contributors of Polar Geoscience, and hereby submit my manuscript to the Editorial Committee of NIPR.

Signature

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