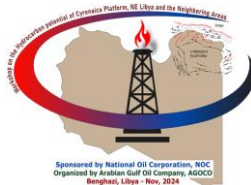




المؤسسة الوطنية للنفط
National Oil Corporation



شركة الخليج العربي للنفط
ARABIAN GULF OIL COMPANY

Workshop on the Hydrocarbons Potential of Cyrenaica Platform, NE Libya and the Neighboring Areas
First Circular & Call for Extended Abstract

Guidelines For Authors

General

It is envisaged that the accepted extended abstracts will either be published in time to be distributed during the workshop or shortly after the end of the event. Consequently, only extended abstracts that were prepared in accordance with these Guidelines will be considered for publication in the Proceedings.

Submission of an extended abstract is understood to imply that it is original and has not been published previously, that it is not under consideration for publication elsewhere, and that if accepted it will not be published elsewhere in the same form, in English or in any other language.

Extended abstracts should be submitted in Word Format, there should be a margin of about 3 cm on the left-hand side of the page, and at least 2 cm on the right-hand side, with 3 cm at the top and bottom. Submitted papers should be received in *FOUR* files.

1. Complete with all contents; text, illustrations and tables (in Word format).
2. Complete with all contents; text, illustrations and tables (in PDF format).
3. Illustrations and tables (should be minimum) (in TIFF format) only.
4. Text only "including illustration and table captions" (in Word format).

When preparing your text please do **not** use options such as automatic hyphenation, justified layout, double columns or automatic paragraph numbering. But please **do** use bold face, italic, subscripts, superscripts, etc., as appropriate.

The first text page should contain the title of the paper, the name(s) of the author(s), their affiliations, and e-mail contact.



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Headings

Four grades of headings are normally used in the Proceedings:

1. **FIRST-ORDER HEADING** [capitals, centred].
2. *Second-order heading* [italics, at the margin]. Text follows on 2nd line.
3. *Third-order heading* [italics, at the margin]. Text follows on next line.
4. *Fourth-order heading* [italics, at the margin]. Text follows on the same line.

If a further sub-division is needed, (1), (2), (3), etc. or (a), (b), (c), etc. should be used.

Use standard English spelling (Oxford English Dictionary) NOT standard American spelling.

Font should be:

- Calibri size 14 for first order heading,
- Calibri size 12 for text and all sub-headings,
- Calibri size 10 for author(s) and affiliation(s),

Geographic Names

All geographic names (but NOT names of formations, etc) are to be spelled according to the National Atlas of Libya which follows the Official Standard Names Gazetteer. If you do not have a copy of the Atlas (or Gazetteer) then please refer to *The Geology of Libya* (I-VII), *The Geology of Sirt Basin*, 1996, (I-III), *The Geology of North-western Libya*, 2003 (I-III), *The Geology of Eastern Libya*, 2008 (I-IV) or *the Geology of Southern Libya*, 2012 (I-III) where the names conform to the National Atlas of Libya.



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Stratigraphic Terminology and Nomenclature

Standard terminology for unit names should be followed where available – use Barr and Weegar, 1972, Hammuda *et al.*, 1985 and IRC publications. In cases where there is no standard nomenclature, the author must follow a particular nomenclature throughout the text and in the figures. In those cases where two or more names are given to the same unit one name must be adopted and the synonyms can be referred to between parentheses the first time they appear in the text. **In all cases consistency must be maintained throughout the paper and the figures.**

Footnotes (see also Tables)

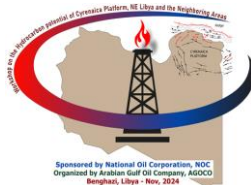
Footnotes (except for tables where they should be concise) should not be used, the information should be incorporated in the normal text.

Abbreviations

Use standard English abbreviations, e.g.:

Measurement	Abbreviation	Example of use
metre/s	m	27 m (1 space between number & letter)
centimetre/s	cm	11 cm
kilometre/s	km	73 km
square kilometres	km ²	69 km ²
million cubic metres	10 ⁶ m ³	51 x 10 ⁶ m ³
above sea level	a.s.l.	35 m a.s.l.
mean sea level	m.s.l.	
page/s	p.	35 p. or p. 57-98

For Figure use Fig. or Figs – e.g., “as shown in Fig. 3” or “as shown in Figs 3, 5 and 7”.



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For Plate use Pl. or Pls – e.g., “this shows an atypical structure (Pl. 3)” or “this atypical structure is seen in Pls 3, 5 and 7”.

Note however that at the start of a sentence the word should be spelled in full – e.g., “Figure 9 shows” or “Plate 3 shows”.

Table should always be written with a capital “T” – e.g., “Table 7”.

Measurements and Numbers

All measurements etc should be metric and should follow the International System of Units (SI), unless this is impossible (e.g., certain depth sounding machine read-outs, etc).

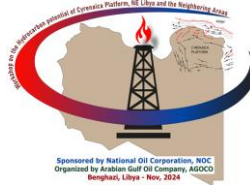
Equations should be numbered serially on the right-hand side, in parentheses. In the text they should be referred to as "Eq. (1)"; within mathematics they may be referred to by numbers alone.

Whole numbers of more than four digits are to be split into groups of three digits with spaces (NOT commas). Thus, to express thirty-two thousand one hundred and thirty-four: 32 134 (NOT 32,134). Four-digit numbers are kept together: 7341.

Decimal fractions should ALWAYS have the zero leading the decimal: 0.637 NOT .637.

There should NOT be a space between the degree symbol ° and C or F, e.g., 37°C NOT 37° C. Likewise for sample numbers etc 15a, 16b NOT 15 a, 17 b.

Use a lower case “n” for the word “number/s” when it is abbreviated, e.g., “sample no. 3”, “well nos 6 and 9”, etc.



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Italizing

Only genus and species names are to be italicised. This is in accordance with the International Code of Zoological Nomenclature.

Parentheses

These must be the usual English parentheses (.....) and NOT / /.

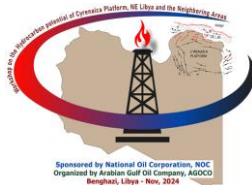
Tables

Due to space limitations tables should be avoided unless it is necessary to include them. In which case each table should be typed on a **separate** sheet of paper and saved as a separate document. Large tables should be avoided.

- Drawn tables, from which prints need to be made, should not be folded.
- Tables should be numbered according to their sequence in the text. The text should include references to all tables.
- Tables should be typed on separate pages. They should NOT be integrated into the text.
- Each table should have a brief and self-explanatory title.
- Column headings should be brief, but sufficiently explanatory. Units of measurement should be added between parentheses.
- Vertical lines should not be used to separate columns. Extra space should be left between the columns instead. Brackets should not be used and ditto marks should be avoided.
- Explanations essential to the understanding of the table should be given in footnotes which should be typed below the table and should be indicated by asterisks.



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Organized by Arabian Gulf Oil Company, AGOCO
Benghazi, Libya - Nov, 2024



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Illustrations

If illustrations are intended to be printed separately on coated paper following the text, e.g., Palaeontology plates, they should be termed Plates. All other illustrations are to be termed Figures. Note that all half-tone illustrations are referred to as Figures, not Plates.

Fold-outs are discouraged. They will be accepted ONLY if they are absolutely essential in the opinion of the editors. They should be constructed so that they can be folded into the book **laterally** and not vertically (e.g., 22 x 40 cm, 22 x 65 cm, etc).

- Illustrations should be numbered according to their sequence in the text and reference to each figure or plate must be made in the text.
- Illustrations should be designed with the printed page format (16.5 x 22 cm) in mind and should allow for the eventual need for reduction. In general, the figures should be designed for a reduction factor of two or three.
- Lettering should be sufficiently large to allow for reduction while still remaining legible. Lettering should be the same for all illustrations. Letters or numerals should not be less than **2mm** after reduction.
- Bar (graphic) scales should be used on all illustrations rather than numerical scales. Units used should be mentioned.
- Each illustration should have a caption which should be provided on a separate sheet at the end of the manuscript.
- Explanations should be given in the caption. Drawn text in the figures should be kept to a minimum



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- Photographs are accepted ONLY if they have good contrast and intensity.
- Photographs may be grouped together as figure parts. In such illustrations the individual photos should be labelled 1, 2, 3, etc. or A, B, C etc. or (a), (b), (c) etc.

References

- All references cited in the text and in the captions to figures and tables should be presented in a list of references following the text, and vice versa - i.e., references not cited in the text or captions should **not** be included in the list. **The manuscript should be carefully checked to ensure that the spelling of authors' names and the dates given are the same in the text as in the References list. The accuracy of references is the responsibility of authors.** Papers "in preparation" or "submitted" are not valid references. Work in preparation, unpublished abstracts, and personal and oral communications should be cited in the text but not in the reference list.
- If reference is made in the text to publications written by more than two authors the name of the first author should be used followed by "et al.". This indication should NEVER be used in the list of references where the names of **all** co-authors should be given in full.
- References in the text should be arranged chronologically, e.g. "(Smith and Davidson, 1988; Hammuda et al., 1990; Sbata and Busrewil, 1996)" or "according to Smith and Davidson (1988)", depending on the context.
- Where there is more than one reference by the same author in the same year, they should be distinguished by "a", "b", etc. – e.g., "Smith, 1978a, b" etc in both the text AND the list of references at the end of the paper.



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- The list of references should be arranged alphabetically by authors' names, and then chronologically (i.e., by date) for each author. If an author's name in the list is also mentioned with co-authors, the following order should be used: Publications of the single author, arranged according to publication date; publications of the same author with one co-author, arranged alphabetically by 1st author and by 2nd author; publications of the same author with more than one co-author, arranged according to publication date.

For example:

<i>Single author (chronological)</i>	<i>Same author and one co-author (alphabetical)</i>
Hammuda, O. (1980).	Hammuda, O. and Abdullah, A. (2003).
Hammuda, O. (1991).	Hammuda, O. and Busrewil, M. (1972).
Hammuda, O. (2003).	Hammuda, O. and Yelavich, A. (1989).
<i>Same 1st author and more than one co-author (chronological)</i>	
Adem, K., Taleb, A., and Smith, J. (1989).	
Adem, K., Abdullah, S. and Jones, M. (1991).	
Adem, K., Smith, J. and Yelavich, A. (2002).	

- The following examples of references cited from various sources (journal article, books, etc) should be followed. Note that the authors names are in the following format: Large capitals and small capitals - "SMITH" and **not** "SMITH" (all capitals). If you find this difficult to do, please just use large capitals and lowercase - "Smith" as this format is easier for the editors to correct, than all capitals.

For a journal article

ADE-HALL, J.M., REYNOLDS, P.H., DAGLEY, P., MUSSETT, A.E., HUBBARD, T.P. AND KLITZSCH, E. (1974). Geophysical studies of North African Cenozoic volcanic areas: I. Haruj Assuad, Libya. *Can. J. Earth Sci.*, 11, 998-1006.



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SELLEY, R.C. (1969). Nearshore marine and continental sediments of the Sirte basin, Libya. *J. Geol. Soc. London*, 124(4), 419-460.

For publications by institutions etc

JURAK, L. (1978). Geological map of Libya, 1:250 000. Sheet Jabal Al Hasawnah (NH 33-14). Explanatory Booklet. *Ind. Res. Cent.*, Tripoli, 87 p.

For edited proceedings of symposia, special issues etc., published in a periodical

BOOTE, D.R.D., CLARK-LOWES, D.D. AND TRAUT, M.W. (1998). Palaeozoic petroleum systems of North Africa. *In: Petroleum Geology of North Africa* (eds D. S. MacGregor, R.T.J. Moody and D. D. Clark-Lowes). *Geol. Soc. London, Spec. Publ.*, 132, 7-68.

For books

AL-HAJRI, S. AND OWENS, B. (2000). *Stratigraphic Palynology of the Palaeozoic of Saudi Arabia*. Elsevier, Amsterdam, 404 p.

WADE, H. K. (1989). *Geochemistry, Mineralogical Associations and Origin of Near-Surface Dolomite from Salt Basin West Texas*. M.Sc. thesis, Univ. Texas at El Paso, 168 p.

Note that postgraduate theses are treated as published books.

For an article or chapter in an edited book

SCHAFER, K., KRAFT, K.-H., HAUSLER, H. AND ERDMANN, J. (1980). *In situ* stresses and paleo stresses in Libya. *In: The Geology of Libya* (eds M.J. Salem and M.T. Busrewil). Academic Press, London, III, 907-922.



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- Periodical names should be given in full or abbreviated using the *International List of Periodical Title Word Abbreviations* or the *Bibliographic Guide for Editors and Authors* (The American Chemical Society, 1974).
- For publications in any language other than English, the original title is to be retained. However, the titles of publications in non-Latin alphabets should be transliterated, and a notation such as “(in Arabic)” or “(in Greek, with English abstract)” should be added.
- In referring to a personal communication the two words are followed by the year, e.g., “(J. McNary, pers. comm., 1968)”.
-

Please Follow These Guidelines Carefully. This Will Greatly Reduce the Amount of Editing Required When Your Manuscript is Sent to Us.