

Photogrammetric Engineering and Remote Sensing (*PE&RS*)

Instructions for Authors Submitting a Manuscript for Peer Review

Authors submitting a new manuscript for peer review should follow these instructions.

Failure to do so will result in the manuscript being returned to the author.

INTRODUCTION: The American Society for Photogrammetry and Remote Sensing (ASPRS) seeks to publish in *Photogrammetric Engineering & Remote Sensing (PE&RS)* theoretical and applied papers that address topics in photogrammetry, remote sensing, geographic information systems (GIS), the Global Positioning System (GPS) and/or other geospatial information technologies. Contributions that deal with technical advancements in instrumentation, novel or improved modes of analysis, or innovative applications of these technologies in natural and cultural resources assessment, environmental modeling, or the Earth sciences (atmosphere, hydrosphere, lithosphere, biosphere, or geosphere) are especially encouraged. In addition, papers dealing with the practical or applied aspects for these disciplines will be published as “Applications” papers (see additional instructions below).

REVIEW PROCEDURES: Manuscripts are peer reviewed and refereed by a panel of experts selected by the Editor. A double-blind review procedure is used. The identities and affiliations of authors are not provided to reviewers, nor are reviewers’ names disclosed to authors. Our goal is to provide authors with completed reviews within 90 days of receipt of a manuscript by the Editor. Manuscripts accepted for publication will be returned to the author(s) for final editing before being placed in the queue for publication. Manuscripts not accepted will either be (1) rejected or (2) returned to the author(s) for revision and subsequent reconsideration by the review panel. Authors who do not revise and return a “to-be-reconsidered” manuscript within 90 days from receipt of reviews may have their manuscript withdrawn from the review process.

ENGLISH LANGUAGE: Authors whose first language is not English must have their manuscripts reviewed by an English-speaking colleague or editor to refine use of the English language (vocabulary, grammar, syntax). At the discretion of the Editor, manuscripts may be returned for English language issues before they are sent for review.

COVER LETTER: All submissions must also include a separate cover letter. Please modify the sample Cover Letter found at <http://www.asprs.org/pers/CoverLetter> and then convert it to a PDF file. It is important that we have the full names and titles (Dr. Russell G. Congalton not R. G. Congalton), complete mailing addresses, and email addresses of all the authors and any special instructions about the paper. Papers can not be submitted for review until this information is received by the editor. Also, the paper must be original work and not currently being considered for publication in any other journal. Finally, the authors must pay for any color figures in the manuscript and any page charges for articles longer than 7 journal pages. (Details on color costs can be found at <http://www.asprs.org/pers/ColorOrderForm>.)

“APPLICATIONS” PAPERS: A maximum of one “Applications” paper will be published each month as the last paper in the peer-reviewed section of *PE&RS*. The authors should follow all the instructions in this document. However, the “Applications” paper will be strictly limited to 7 journal pages. These papers will be peer-reviewed, but will emphasize the practical and applied aspects of our discipline. These papers must be identified by the author as an “Applications” paper in the cover letter and will be labeled as an “Applications” paper in the journal.

PREPARING A MANUSCRIPT FOR REVIEW: Authors must submit papers electronically in PDF format. Care must be taken to remove the author(s) name(s) from the electronic document. Please remove all author identification from the Properties of Microsoft Word before creating the PDF. Verify under Properties in Adobe Reader that your identity has been removed.

FORMAT REQUIREMENTS: Manuscripts submitted for peer review must be prepared as outlined below. Manuscripts that do not conform to the requirements described below will be returned for format revisions before they are sent for review.

- 1 TYPING:** All pages must be numbered at the bottom of the page. In addition, manuscripts must be single column and double-spaced. An 11 or 12-point font such as Times New Roman or Arial is preferred. Authors should use 8.5 by 11-inch or A4 International (210- by 297-mm) paper size, with 30-mm (1.25 inch) margins all around. For review purposes every part of the manuscript must be double-spaced, including title page/abstract, text, footnotes, references, appendices and figure captions. Manuscripts that are single-spaced or have no page numbers will be returned to authors.
- 2 PAPER LENGTH:** Authors are encouraged to be concise. Published papers are generally limited to 7–10 journal pages. A 27-page manuscript (including tables and figures), when typed as indicated above, equals about 7 journal pages. Authors of published papers will be charged \$125/page for each page exceeding 7 journal pages. These page charges must be paid before publication; without exception. (Details on page charges are included on the Offprint and Extra Page Order Form, available at <http://www.asprs.org/PE-RS-Submissions-Policy-and-Guidelines/Offprint-Order-Form.html>).
- 3 TITLE/ABSTRACT:** Authors should strive for titles no longer than eight to ten words. The first page of the paper should include the title, a one-sentence description of the paper’s content to accompany the title in the *PE&RS* Table of Contents, and the abstract. To facilitate the blind review process, authors’ names, affiliations, and addresses must be provided only in a separate cover letter, not on the title page. Authors should indicate both their current affiliation and, if different, their affiliation at the time the research was performed. Following the title and one-sentence and on the same page must be the abstract. All manuscripts submitted for peer review must include an abstract of 150 words or less. The abstract should include information on goals, methods and results of the research reported. The rest of the paper should begin on the second page.
- 4 FIGURES AND TABLES:** All figures and tables must be cited in the text. Authors should note that figures and tables will usually be reduced in size by the printer to optimize use of space, and should be designed accordingly. For purposes of peer review, figures and tables can be embedded in the manuscript. However, it should be noted that papers, once accepted, will require that all figures be included as separate files (see instructions for accepted papers) If the manuscript contains copyrighted imagery, a copyright statement must be included in the caption (e.g., ©SPOT Image, Copyright [year] CNES).