

Charges:

There are no submission, processing or publication charges for authors publishing in GeoScape journal.

Review type:

Double-Blind Peer Review

Basic rules:

The journal welcomes submissions of any subject-related manuscript that has not been published or is not considered under publication anywhere else, and all the co-authors agreed with submission.

All manuscripts submitted as original papers, research reports and discussions **are subject to** initial evaluation by editorial board and to **double-blind peer-review** by at least two reviewers.

After receiving reviews, the editors make a decision from among several possibilities: accept (without revisions), accept (with revisions), reject (rejected usually upon the formal, interpretational or conceptual problems). The revised paper must be accompanied with item-by-item reply to all questions and recommendations raised by reviewers.

Editors may return to reviewers for further advice in case where they disagree with each other, or where the author believes their ideas have been misunderstood. Editorial decision is usually made by handling editor, who may discuss particular manuscripts with other members of the editorial board or send the manuscript to third reviewer. The decision send to author is final.

The journal welcomes papers that suite one of the following categories:

- (a) **Original papers** – regular research papers, which address the particular issue in a complex manner, include sufficient theoretical background and empirical evidence;
- (b) **Research reports** – are more descriptive and usually presents results of practical empirical surveys performed to address specific challenges faces by public administration and regional development;
- (c) **Discussion papers** – may not be complex as original papers, but address topical issues and highlight promising research directions.

All manuscript should normally not exceed the length of 6000 words. Editorial board reserves the right to change the type of the paper upon the result of the review process.

Paper submission:

English is the only accepted language. Please be consistent with the use of British or US English within the paper. If you are not a native speaker, please ensure that the English style quality is checked by a professional language service.

The submissions are to be sent to the journal managing editor (pavel.raska@ujep.cz) as one compressed file containing:

- Coverletter
- Manuscript
- Figures
- Tables
- and any Supplementary files

With first submission or no later than with the final revised version of the manuscript (after review), the **Open Access License must be submitted**.

Authors are asked to provide names of at least **two potential reviewers** together with their affiliation and e-mail contacts.

The recommended structure:

11 point font size, 1.5 lining, continual line numbering

- Title page
 - Authors (full names; mark the corresponding author with *; in case of more than one authors from various institutions, indicate their affiliation with numbers)
 - Affiliation (department, faculty, university; full address)
 - E-mail (only for corresponding author)
 - Abstract (in English max. 250 words)
 - Keywords (4-6)
 - Highlights for public administration, management and planning (2-4 bullet points)

- 1. Introduction

In this section, you will introduce your research aims and broader context related to the theme (rationale). You will refer to relevant literature in the following way. As mentioned in Turner and Gardner (1991 eds.). This problem was already addressed in number of studies (e.g. Schumm 1994, among all).

- 2. Methods

2.1 Subheading

All chapters may be divided into parts using subheadings. In this chapter, you should characterize the study area (if necessary), and describe data and methods used to reach the research results.

- 3. Results

In this section, you will present our results in a rather descriptive manner.

- 4. Discussion

Now, it is time to discuss your results and to compare them with the state-of-the-art. You should also mention all methodological problems and their possible implications (uncertainties).

- 5. Conclusions

Finally, summarize all important results and perspectives of the research.

- Acknowledgements

You can thank to your colleagues participating on research, grant agencies, etc.

- References

- Figure captions and table headings

References style:

- *For journal papers*

Name I (Year) Title. Journal title and Volume: pp from-to.

e.g., Folke C (2006) Resilience: the emergence of a perspective for social-ecological system analysis. *Global Environmental Change* 16: 253–267.

- *For monographs*

Name I (Year) Title. Publisher, Place.

e.g., Wisner B, Blaikie P, Cannon T, Davis I (2004) *At risk: natural hazards, people's vulnerability, and disasters*. Routledge, London.

- *For edited volumes*

Name I (Year) Title. In: Names of editors (eds.) Title of source (e.g. proceedings, monograph, etc.). Publisher, Place, pp. from-to.

e.g., Kates R W (2000) Hazard. In: Slovic P (ed.) *The perception of risk*. Earthscan, London, pp. 7–11.

- all the references must be sorted alphabetically, the secondary criterion (e.g. for one author with more references) is year of publication from older to newer ones; the publications of same author and year must be marked with letters "a", "b" etc. following the year (e.g. Parker 2013a, 2013b).

Figures and tables:

All figures and tables must be numbered in consecutive order and must be submitted as separate files (figures TIFF with 300 dpi resolution). Please use the simple structure for tables without too detailed horizontal/vertical (sub)divisions.

Figure captions and table headings must be added at the end of the manuscript. Any figure and table must be referred to in the core text (e.g., the study area is shown in the Fig. 1).

Equations:

Should be numbered consecutively with bracketed Arabic numerals in the right-hand margin.

Formatting:

Do not use any additional formatting, i.e. no spaces between paragraphs, no special fonts, no indents, etc. This will largely help to technical editing of your paper. Thank you.