

## NOTES

### GEOLOGICAL ABSTRACTS

Proceedings of the Geological Society of London. (Journal of the Geological Society – Vol. 132 November 1976 – Page 687) contains a discussion on the use of geological abstracts. The suggestions contained therein to authors about to prepare an abstract are well worth repetition and are extracted below :

1. Don't write your abstract *until you have done the research* and, preferably, written the paper.
  2. Consider which of the two types of abstract you are writing: *advance or detached abstract* (c. 300-500 words), or *synopsis of the completed paper* (c. 100-250 words).
  3. Do not repeat the title: title and abstract are always considered together.
  4. Write good English, in sentences of medium length, using the active voice.
  5. Phrase the abstract in terms comprehensible to a general readership.
  6. State the field of investigation, method of research and conclusions.
  7. Write the specific rather than the general. An abstract should be a statement in itself.
  8. Incorporate all the information necessary for key word indexing by secondary services. Make sure that the paper's subject matter can be classified in the Universal Decimal Classification from its title and abstract.
  9. Remember that your abstract may be further abridged by secondary services. Try to minimise the amount of re-writing required because your abstract is too long or complicated—they always get it wrong!
  10. Make sure your name and address is attached to any detached abstract.
- Don't forget—your abstract is your best publicity.

### ANNOUNCEMENT

#### National Seminar on

#### 'Quaternary Environments with Special reference to Western India'

The Department of Geology, M. S. University of Baroda in collaboration with the Space Application Centre (ISRO) Ahmedabad and the Research and Development Organisation, Ministry of Defence, Government of India, is holding a National Seminar on 'Quaternary Environments with special reference to Western India', on 21st, 22nd and 23rd November 1977, in the Department of Geology, M. S. University of Baroda. A call for contributory papers is already issued on 12th April, 1977. For more details, please write to: Prof. S. S. Merh, Head, Department of Geology, Faculty of Science, M. S. University of Baroda, Baroda 390 002.