

# SPECIALIST QUALITY ASSESSORS

The Higher Education Funding Council for England (HEFCE) is responsible for assessing the quality of higher education. From October 1994 to April 1995 the quality of the education in the following subject areas is to be assessed: Social Policy and Administration; Anthropology; Music; Geology; Environmental Studies; Geography; and English.

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We have opportunities for acknowledged experts in the above subjects who have experience in teaching in higher education and up-to-date knowledge of teaching and learning processes. We are also interested in applicants with industrial, commercial and professional experience in these subjects, where relevant, coupled with a broad knowledge of higher education.

All assessors must be capable of working in small teams, against tight timetables and under pressure. The minimum commitment will be three weeks per year, which may be continuous.

Subject specialist assessors will be paid fees of £150 per day.

For an information pack and an application form phone 0272 317316 or write to the Quality Assessment Division, HEFCE, Northavon House, Coldharbour Lane, Bristol BS16 1QD.

Completed application forms must be received by 21 June 1994.

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## NOTES FOR CONTRIBUTORS

**Contributions** for publication should be addressed to The Editors, *Geological Magazine*, Department of Earth Sciences, Downing Street, Cambridge CB2 3EQ, England, or may be submitted through a member of the Editorial Advisory Board (addresses inside front cover). Rapid Communications should be clearly marked as such on the envelope. Submission implies that the manuscript has not been published previously nor currently submitted for publication elsewhere. Upon acceptance of a manuscript, the author will be asked to transfer copyright to the publisher.

**All contributions**, whether articles, correspondence or reviews, must be sent in triplicate and typed on one side of the paper, with wide margins and double-line spacing throughout. Any minor corrections should be made neatly in the typescript, leaving the margins clear. Contributions should follow the general style of papers in recent issues of the *Magazine*. The author is invited to nominate up to five possible referees, who will not necessarily be used.

**Articles** must be accompanied by a brief, informative rather than indicative, abstract. Headings should be set out clearly but not underlined. Primary headings should be in lower case, at margin, with arabic numeral; subheadings should be numbered 2.a., 2.b., etc., and tertiary headings 2.a.1., 2.a.2. No cross-references should be given by page number, but 'above' and 'below' should be used with the section specified, e.g. Section 2.a.2. The SI system of units should be used. The author should mark in the margin of the manuscript where figures and tables may be inserted. References to points in larger works should, where possible, quote the page reference, e.g. Ager, 1981, p. 102. Authors alone are responsible for the correctness of their references.

**Rapid Communications** should follow the style of articles and must be no more than four printed pages of the *Magazine* (approximately 5000 word-equivalents) including an abstract of no more than 100 words. These contributions will be dealt with by a streamlined schedule and should appear within six months from receipt. To meet this schedule, authors will be required to make revisions with minimal delay.

**Discussions** of papers which have already appeared in the *Magazine* are welcomed, subject to the four-page limit.

**Tables** should be typed with double-line spacing on sheets separate from the running text. Each table must have a caption that will make the data in the table intelligible without reference to the text.

**Illustrations** should be submitted at  $1\frac{1}{2} \times$  size to be published. The Author's name and figure number should be clearly marked on the

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**References** must be double-spaced and spelt out in full, e.g.

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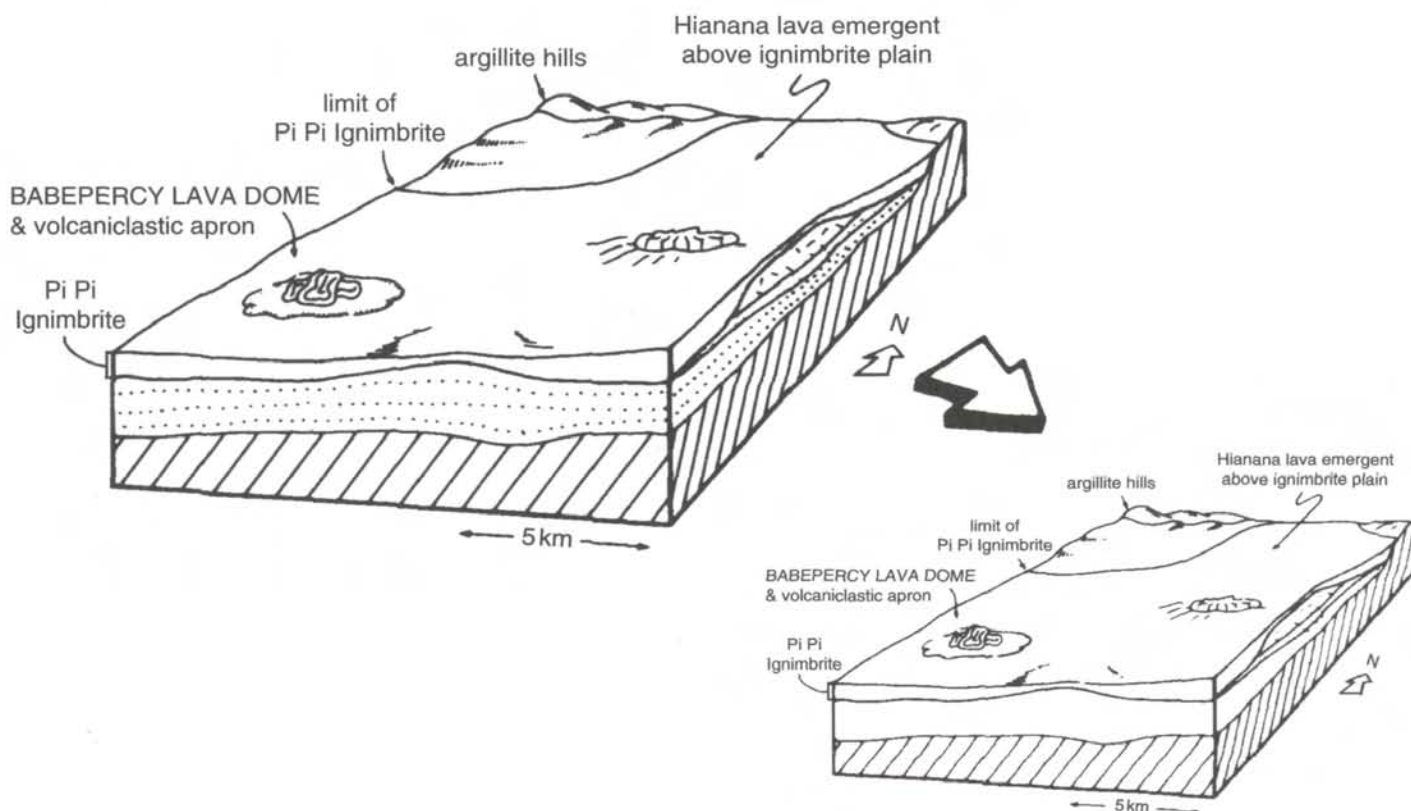
Books should be cited as:

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*Printed in Great Britain by the University Press, Cambridge*

**CAMBRIDGE**  
UNIVERSITY PRESS



0016-7568(199405)131:3;1-3