

Asiatic Herpetological Research **Guidelines for Manuscript Preparation and Submission**

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All manuscripts must be submitted via email to the editorial office at ahr@cib.ac.cn. For manuscript submission, a single file including all text, tables and figures in pdf format is preferred, although separated files in MSWord, text, jpeg, Tiff or other commonly used file formats are also acceptable. After acceptance, separate files will be required for text, figures and tables. Please note that it is possible for an email message to disappear on the Internet without being delivered. If an acknowledgement is not received within 3–5 working days, please contact the editorial office.

Manuscripts should be arranged in the following order:

Manuscript Title page
Abstract
Key words (5–7 that do not appear in the title)
Manuscript Text
Tables
Figure legends
Figures

Figures and Tables should be stand-alone, and should not be imbedded within the text of the manuscript.

A cover letter should accompany the manuscript. Contact information for suggested reviewers (if any) should be provided in the letter.

The Editor will examine a given manuscript upon submission. If appropriate, the manuscript will then be reviewed by an appointed Sectional Editor and selected outside reviewers. Acceptance will be based upon the quality of the science and the appropriateness of the manuscript for our journal. Each manuscript must stand on its own merits and be a substantial contribution to the field.

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Three Categories are available for manuscript submission

Major articles are full-length reports usually greater than 15 but not more than 50 manuscript pages (the latter only at discretion of the Editor).

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Review article are invitation only. Authors are encouraged to contact the editor for potential invitation.

Format

The manuscript must be arranged in the following format or it will be returned to authors without review.

COVER PAGE must contain the title of the manuscript, names and affiliations of authors, contact information for the corresponding author, running head, manuscript type, and *no more* than six key words that are *not* found in the title.

TEXT must be numbered with abstract as the first page, double-spaced and left justified. All measurements must be in metric units, and abbreviations (except for common ones pertaining to measurement, time, or statistical test) must be defined at first use. Footnotes (other than in tables) are not permitted. Generic and specific names (and nothing else except secondary headings, genetic loci, and some statistical abbreviations) are italicized, and taxonomic authorship should appear only when nomenclatural problems are involved. Recognized common names of organisms must be capitalized. Institutional abbreviations used in text and in Material Examined (see Major Article below) must follow Leviton et al., 1985. (Leviton, A. E., R. H. Gibbs Jr., E. Heal, and C. E. Dawson. 1985. Standards in herpetology and ichthyology. Part I. Standard symbolic codes for institutional resource collections in herpetology and ichthyology. *Copeia* 1985:802–832). Numerical ranges must be delimited with an en-dash. Latitudinal and longitudinal information should be presented with datum used cited.

Articles will be published using two level subheading styles. All heading levels must be on their own line, and left justified. For the purposes of manuscript submission, Level 1 heading is **bold**, and generally reserved for Introduction, Material and Methods, Results, and Discussion; Level 2 is *italic*. More than two levels of subheading are not encouraged. Manuscripts of the shorter contribution category should not be sectioned.

ACKNOWLEDGMENTS identify individuals by first initial and full surname and do not list professional titles and institutions. Collecting permits, import/export permits, and Institutional Animal Care protocols must be cited in Acknowledgments.

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REFERENCES IN TEXT. 1) References to articles by one or two authors must include both surnames in the order they appear in the original publication. References to articles by more than two authors must include the first author's surname, followed by "et al." 2) The year of article follows the authors, separated only by a space. 3) References with the same author and year are distinguished by the lower case characters "a, b, c . . ." 4) References cited in text are listed in alphabetical order by first author.

For example, "My results also incorporate literature records (Marx et al., 1982; Marx and Rabb, 1972; Mertens, 1930; Pope, 1929; Wall, 1909, 1910a, 1910b, 1910c)."

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Journal article

Dial, B. E. 1987. Energetics and performance during nest emergence and the hatchling frenzy in loggerhead sea turtles (*Caretta caretta*). *Herpetologica* 43(3):307–315.

Journal article, title translated, article not in English

Ananjeva, N. B. 1986. [On the validity *Megalochilus mystaceus* (Pallas, 1776)]. Proceedings of the Zoological Institute, Leningrad 157:4–13. (In Russian).

Note that for *Acta Herpetologica Sinica*, the year must precede the volume number. This is to distinguish between the old and new series, and between 1982–1987, Vols. 1–6 (new series) and 1988 with no volume number, numbers 1 and 2 (new series).

Cai, M., J. Zhang, and D. Lin. 1985. [Preliminary observation on the embryonic development of *Hynobius chinensis*

Guenther]. Acta Herpetologica Sinica 1985, 4(2): 177–180. (In Chinese).

Book

Pratt, A. E. 1892. To the snows of Tibet through China. Longmans, Green and Co., London. 268 pp.

Article in book

Huey, R. B. 1982. Temperature, physiology, and the ecology of reptiles. Pp. 25–91. In C. Gans and F. H. Pough (eds.), Biology of the Reptilia, Vol. 12, Physiological Ecology. Academic Press, New York.

Government publication

United States Environmental Data Service. 1968. Climatic Atlas of the United States. Environmental Data Service, Washington, D. C.

Thesis or dissertation

Moody, S. 1980. Phylogenetic and historical biogeographical relationships of the genera in the Agamidae (Reptilia: Lacertilia). Ph.D. Thesis. University of Michigan. 373 pp.

Internet References

To cite a website in text (but not a specific document), it is sufficient to give the address (e.g., <http://www.apa.org>) there and no reference entry is needed. However, when citing a particular web page as a citation in the text (e.g. Gaten 2000) and an entry in the reference list will be required.

Example:

Gaten, E. 2000. Internet references. Retrieved from <http://www.le.ac.uk/biology/teach/mod300/ecitations.html> 19/9/2000.

TABLES (numbered in Arabic) must each appear with a short heading on a separate sheet and be double-spaced with no dotted or vertical lines. Location of each table should be indicated in the right margin of text as "T1," "T2," etc. For ease of layout, please submit tables as either word or excel tables. Multiple tabs may not format correctly and will be returned to the author for correction.

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