

Instructions to Authors -- updated: 8/8/2002

Acceptable Manuscripts

The submission rate for *Conservation Biology* continues to grow, and a large number of manuscripts is handled each year. Given the immutable laws of mathematics, this means less time can be spent on each paper, and many papers must be rejected. But many of the manuscripts received (approximately 25-35%), although of high quality, clearly are not appropriate for this journal and simply waste the time of the authors and the editorial staff. Consequently, greater self-culling is desirable. Here are some types of papers that we typically do not publish unless they have some additional features that argue for their inclusion:

- autecological studies of single species or groups of species;
- purely descriptive studies that do not address any particular conservation question;
- status and trend reports of species, regardless of how dire their conditions might be;
- geographic patterns of genetic diversity in a species, with no larger conservation or genetics question addressed;
- reports on species distributions and declines;
- studies that do not have a conservation question at the core.

Furthermore, species endangerment by itself does not qualify a paper as appropriate for this journal; there should be more substantive content than a descriptive analysis of an endangered species. Before submitting a paper, authors should ask themselves whether the work transcends the particular species or system. Does it address larger conservation questions? If so, are these questions the core of the paper or simply contained in a final couple of paragraphs that discuss "conservation implications." Authors should ask themselves if there is much of a chance that a person in a different field or different part of the world might be interested in reading their paper. If only a few specialists are likely to read it then it probably belongs in a more specialized or regional journal.

Conservation Biology accepts submittals for the following categories of manuscripts. Number of words includes all text, from the Abstract through the Literature Cited; it does not include tables or figure legends. Manuscripts that significantly exceed the word count will be returned without review.

1. Research papers (approximately 3000 to 7000 words).
2. Research Notes (no more than 3000 words).
3. Review articles (no more than 7500 words).
4. Analytic essays (no more than 7500 words), more speculative and less documented than research papers.
5. Conservation in Practice (no more than 5000 words). Papers that relate experiences in the application of conservation principles to problem solving.
6. Book Reviews (usually by invitation). All book review manuscripts and communications about book reviews should be sent directly to the book review editor.
7. Comments (no more than 2000 words), refers to a subject of general conservation interest but always contains some references to material published in the journal.

8. Diversity column, opinion (no more than 2000 words).

Manuscript Submission and Specifications

The original, three complete copies, and a copy on disk in Microsoft Word (with tables and figures imbedded at the end) of all manuscripts (except book reviews) should be submitted to Dr. Gary Meffe, Editor, *Conservation Biology*, Wildlife Ecology and Conservation, Newins-Ziegler 303, Box 110430, University of Florida, Gainesville, FL 32611-0430, U.S.A. The review process will be delayed until all copies are received. Copies may be double-sided to save paper, but one should be single-sided.

Manuscripts should be typed, double-spaced, with 1.5-inch (4-cm) right-hand margins, on good quality, non-erasable paper of standard size (8.5 X 11 inches or 21.5 X 28 cm). Ragged right margins are preferred to justified right margins because this reduces the number of end-of-line hyphens. Print must be in upper- and lower-case letters and of good quality, and paragraphs must be clearly delineated. Large blank spaces (such as between sections) waste paper and are to be avoided. Footnotes should be avoided. Metric measurements must be given unless English measurements are clearly more appropriate, in which case metric equivalents must be given in parentheses. Statistical terms and other measures are to conform with *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*, sixth edition. Spelling should follow *Webster's Third International Dictionary*, and other style points should follow *The Chicago Manual of Style*, fifteenth edition. We discourage the use of acronyms in the text unless they are absolutely necessary. Pages, including tables, should be numbered. Figure pages are not numbered. Manuscripts must be in English; U.S. rather than British spelling should be used. We encourage authors whose first language is not English to have a native English speaker edit the paper before submission. Provide the number of words in the manuscript on the title page. Papers that unreasonably exceed word limits may be returned without review.

The cover page should include the title of the paper; a running head (a shortened version of the title of no more than 40 characters); a list of 5-8 key words; word count (all text from Abstract through Literature Cited but not tables or figure legends); authors' addresses at the time the research was conducted and present address(es) including street address and zip code; and the name, email, and complete mailing address (including zip + four) of the person to whom correspondence and proofs should be sent. A brief cover letter should state the intended manuscript category. Do not enclose manuscripts in plastic folders.

Abstracts

Each research paper, research note, review article, analytic essay, and Conservation in Practice article should have an abstract of no more than 300 words (200 for a research note). The abstract should state concisely the goals, methods, principal results, and major conclusions of the paper (i.e., should be a "mini-version" of the paper). Incomplete and uninformative descriptions (e.g., "a new method of analysis is given") are not acceptable. Acronyms are not permitted in the abstract. Do not provide a Spanish translation of the abstract.

Citations, Tables, and Illustrations

Literature citations in the text should be as follows: (Buckley & Buckley 1980b; Pacey 1983). Do not cite unpublished material in Literature Cited (a submitted manuscript is not published and should be cited only in text as unpublished). The Literature Cited section must be typed double-spaced. For abbreviations and additional details consult the BIOSIS List of Serials, the *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*, and recent issues of *Conservation Biology*. Tables must be typed double-spaced, without vertical rules, and should not duplicate any material in the text or illustrations. All tables are to have complete but brief headings, be typed on separate sheets of paper, and be numbered consecutively within the text following Literature Cited. Illustrations and photographs should be on standard size paper or backing board and mailed flat. The author's name and the figure number should be lightly penciled on the back of every figure. Photographs (no larger than 8.5 X 11 inches) should be sharp, black-and-white glossy prints. Computer-generated graphics must be of very high quality, with sharp, black lines and with lettering of a size suitable for reduction. Line drawings should be done in India ink. Lettering should be uniform among the figures. All illustrations and lettering should be capable of 66-50% reduction without loss of clarity or legibility. Figure legends are to be typed double-spaced on a separate page just before the figures.

Additional Manuscript Information

Authors are encouraged to provide the names, addresses, and emails of no more than four persons qualified to review the manuscript, but who have no close working relationships with the authors. The identity of reviewers will be kept confidential unless they choose to be identified.

Authors who are not sure whether their manuscript is suitable for *Conservation Biology* may send an abstract to the editor via email (in the body of the message, not as an attachment) for preliminary evaluation.

Submission of a manuscript to *Conservation Biology* implies that it has not been published previously and is not being considered for publication elsewhere.

Policy on Duplicate Publication of Research Results

At the time of submission, authors must describe in a cover letter any data, illustrations, or text in the manuscript that have been used in other papers that are published, in press, submitted, or soon to be submitted elsewhere. If any of the data in the manuscript have been included in other published or unpublished manuscripts, the legend of each table or illustration reporting such data should cite those manuscripts.

Page Charges

Voluntary page charges will be assessed for each paper accepted for publication. Rates are \$150 per page for those with grant or institutional support for publication costs, \$50 per page for those willing to pay at this rate, and a waiver for those who will sign a statement to the effect that they have neither institutional support for publication costs nor can they afford \$50 per page. An

author's ability to pay will in no way influence whether his or her paper will be accepted for publication. Do not include page charge information in your correspondence with the editor. There is a non-waivable \$1400 charge per page for color figures.

Policy on Reviewing Proofs

The copyediting of *Conservation Biology* is done through the publisher, Blackwell Science, Inc. Typeset proofs, however, are NOT checked word for word; thus, it is the responsibility of the primary author of each paper to review copyedited manuscript and page proofs carefully for accuracy of citations, formulae, etc., and to check for omissions in the text. It is imperative that the author do a prompt, thorough job of reviewing proofs. It is in the author's power to save himself or herself and the journal the embarrassment of having to explain mistakes that could have been avoided.

Gary K. Meffe, Editor