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To help you prepare your manuscript, Springer offers a template that can be used with Winword 7 (Windows 95), Winword 6 and Word for Macintosh. For details see point 4.

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- The name(s) of the author(s)
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Reef sites

Good photographs with a short explanatory text should be submitted directly to the Managing editor. These may be black and white or colour prints or transparencies. The topic must be scientifically interesting (e.g. unusual event or phenomenon, and unexplored reef location a reef management issue).

Notes

Short communications (2–4 printed pages) will be published without an abstract, and with a combined result and discussion.

Abstract

Each paper must be preceded by an abstract presenting the most important results and conclusions in no more than 150 words.

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4 to 6 key words taken from § should be supplied after the Abstract for indexing purposes.

Abbreviations

Should be defined at first mention in the abstract and again in the main body of the text and used consistently thereafter.

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Essential footnotes to the text should be numbered consecutively and placed at the bottom of the page to which they refer.

Acknowledgements

These should be as brief as possible. Any grant that requires acknowledgement should be mentioned. The names of funding organizations should be written in full.

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If there is more than one appendix, they should be numbered consecutively. Equations in appendices should be designated differently from those in the main body of the paper, e.g. (A1), (A2) etc. In each appendix equations should be numbered separately.

References

The list of References should only include works that are cited in the text and that have been published or accepted for publication. Personal communications should only be mentioned in the text.

Examples:

Risk MJ, Sammarco PW, Edinger EN (1995) Bioerosion in Acropora across the continental shelf of the Great Barrier Reef. *Coral Reefs* 14:79–86

Sorokin YI (1993) Coral reef ecology. Springer, Berlin Heidelberg New York

Bosence DWJ (1991) Coralline algae: mineralization, taxonomy, and palaeoecology. In: Riding R (ed) *Calcareous algae and stromatolites*. Springer, Berlin Heidelberg New York, pp 98–113

Steven ADL, Broadbent AD (1997) Growth and metabolic responses of *Acropora palifera* to long-term nutrient enrichment. *Proc 8th Int Coral Reef Symp* 1:867–872

In the text, references should be cited by the author and year (e.g. Hammer 1994; Hammer and Sjöquist 1995; Hammer et al. 1993) and listed in alphabetical order in the reference list.

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All figures (photographs, graphs or diagrams) and tables should be cited in the text, and each numbered consecutively throughout. The placement of figures and tables should be indicated in the left margin. Figure parts should be identified by lower-case roman letters. For submission of figures in electronic form see below.

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