

Journal of Limnology

GUIDE FOR THE PREPARATION OF MANUSCRIPTS

Manuscripts submitted must not have been published or accepted for publication in any other journal. Manuscripts should be submitted in English, grammatically corrected, double-spaced throughout, as a Microsoft Word document (doc, txt or rtf), sent by e-mail to the following address: jlimnol@ise.cnr.it

Submission via CD is also acceptable and should be sent to: Dr. Gianluigi Giussani, CNR Institute of Ecosystem Study, L.go V. Tonolli 50, 28922 Verbania, Italy. The submission of hard (i.e. paper) copies is not acceptable without prior consent from the Editor.

The manuscript should be organized as follows:

Page 1: title of the contribution, full given name(s) and surname(s) of the author(s), mail address(es) and e-mail address for corresponding author, up to six key words, a condensed *running head*, number of tables and figures.

Page 2: abstract (between 350–400 words).

The body of the text beginnings on page 3 should be organized as follows:

1. INTRODUCTION

2. METHODS

3. RESULTS

3.1. Sub-heading 1

3.2. Sub-heading 2

4. DISCUSSION

5. CONCLUSIONS

ACKNOWLEDGMENTS

REFERENCES

Tables

Figures

Figure legends

Particular attention should be taken to ensure that manuscripts adhere exactly to the journal style. In particular, take into account the following notes:

- Names of plants and animals and occasional expressions in Latin, Greek or languages other than English should be typed in *Italics*.
- Formulas should be centered, marked in the margin with an Arabic numeral in brackets, and separated from the text above and below by a blank line.
- References to figures and tables should be indicated, for example, as follows: (Fig. 1); (Figs 1 and 2); (Tab. 1); (Tabs 1 and 2).
- Symbols and combined expressions must be presented using negative exponents. Examples are given below:

ACCEPTED

$\text{g C m}^{-2} \text{h}^{-1}$

$\text{kg m}^{-2} \text{s}^{-1}$

$\mu\text{g L}^{-1}$

REJECTED

$\text{gr C/m}^2 \cdot \text{h}$

$\text{kg} \times \text{m}^{-2} \times \text{sec}^{-1}$

ppb or $\mu\text{g/l}$

Tables

Each table should be numbered with Arabic numerals. It should have a title or explanatory legend at the top. Data may not be presented in both tabular and graphical form. Tables must fit the page vertically with a printed width of either 80 or 170 mm. Tables must be formatted as text, not as embedded images, and placed at the end of the manuscript.

Figures

The number of figures should be reasonable and justified: no more than 20% of the article. They must be numbered with Arabic numerals and placed at the end of the manuscript. Figures that are grouped together must be numbered using lowercase chronological letters. Figures should be a maximum final width of either 80, 130 or 170 mm. Lettering must be provided by the author(s). Letters, numbers and symbols must appear clearly, but not oversized. A suitable final size for lettering is 2 mm after reduction of the figure. It is recommended that one uniform lettering size be used throughout the manuscript. Graphs and histograms should be two-dimensional and scale marks provided. All lines (including boxes) should

be clear, but not too thick and heavy. Black and white figures, including drawings and maps, must be originals executed in black on a clean white background. Photographs should be of excellent quality, with clear details and sufficient contrast. Illustrations, including all graphs, must be submitted in electronic format, e.g., TIFF or JPEG (no smaller than 300 dpi) or embedded in a MSWord file. Each figure should be clearly identified with figure number and author(s) name(s). No coloured figures will be accepted.

References

All publications cited in the text should be listed, alphabetically, after first authors. Initials of first names of second and subsequent authors should precede their family names. Last author name should be preceded by &.

- For a single author, references are to be arranged chronologically. If an author published several papers in the same year, they should appear as:

Example: White, J.H. 1970a. ...
White, J.H. 1970b. ...

- For more than one author; priority is given by the number of co-authors.
- For the same number of co-author; alphabetical priority is followed.
- For the same co-author, chronological priority is followed.
- Papers which are in press should be cited only if formally accepted for publication. In this case the year should be that of the acceptance and indicated in brackets.
Example: White, H. & J. Brown. (1990). (in press).
- Journal citations and abbreviations (based on 'World List of Scientific Periodicals' published by Butterworths, London) should be in *Italics*. If the title of the journal is a single word do not abbreviate.
- If the author feels uncertain about a journal abbreviation the journal title in full may be cited.
- Notations such as Vol., n., nr are superfluous and should be dropped.
- Abbreviated words beginning and ending in the first and last letters of a single word are not followed by a period.
Example: Board = Bd and not Bd.; Doctor = Dr and not Dr.; versus = vs and not vs.; circa = ca and not ca.; Figures = Figs, but Figure = Fig.

Some examples of correct citations are given below:

- Callieri, C. & J.G. Stockner. 2002. Freshwater autotrophic picoplankton: a review. *J. Limnol.*, 61: 1-14.
- Hutchinson, G.E. 1975. *A treatise on limnology*. 3. J. Wiley & Sons, New York: 660 pp.
- de Bernardi, R., G. Giussani & E. Lasso-Pedretti. 1979. Food suitability and availability, demographic parameters and population growth in *Daphnia obtusa* Kurz under laboratory conditions. In: R. de Bernardi (Ed.), Proc. Symp. *Biological and Mathematical aspects in population dynamics*. Mem. Ist. ital. Idrobiol., Suppl. 37: 233-242.

Final version

Upon acceptance of a manuscript the author(s) must provide the final version as a Microsoft Word document (doc, txt or rtf), tables (as Microsoft Word document) and figures in separate files to the following address: jlimnol@ise.cnr.it. Authors who are not native English speakers must ensure that the manuscript is edited by a native speaker.

Only one proof, in page form, is sent to the first author (unless otherwise indicated) and should be returned to the editor within 5 days.

After the acquisition of the final authors' corrections and before the paper journal publication, the article will be published on the Web at the following address: <http://www.jlimnol.it>.

For each paper a pdf file of the final version will be provided free of charge and mailed to the corresponding author within 30 days after the publication of the journal. For additional paper reprints please contact the managing editor.