

Guidelines for Preparing and Submitting Manuscripts to *Journal of Ichthyology*

Journal of Ichthyology publishes papers on all aspects of ichthyology and biological fundamentals of the fishing industry that have not been published or considered for publication elsewhere.

1. The size of manuscripts should not exceed 24 typewritten pages, including references, tables, and figure captions (approximately 40 000 characters). Longer manuscripts are accepted upon approval or solicitation of the editorial board before submission.

2. Manuscripts should be submitted in electronic form. All elements of the manuscript should be double-spaced and typeset using a standard Times New Roman (12 pt) font. The following files should be included: (a) text, including abstract, keywords, tables, references, and figure captions, and (b) figures. Each figure should be in a separate file with a name corresponding to its number. Manuscripts are to be submitted on a CD or via e-mail.

3. The manuscript should have the following elements:

(a) title, which should be very informative and exclude superfluous words and constructions; it is recommended that the title contain the Latin name of a species and family it belongs to (in parentheses);

(b) initials and surnames of the authors,

(c) their affiliations;

(d) e-mail address of the corresponding author;

(e) abstract (at most 1500 characters) and keywords; keywords should contain the subject of study, the names of its characteristics, geographical region; there should be no more 10 keywords; there should be no abbreviations (except for common ones), contractions, or references in the abstract;

(f) body of text; it is preferable the manuscript be organized according as follows: introduction, the goals and aims, problem statement, literature overview, materials and methods, results, discussion, conclusions, and references; the following section headings are common: INTRODUCTION, MATERIALS AND METHODS, RESULTS, DISCUSSION, RESULTS AND DISCUSSION, CONCLUSIONS, ACKNOWLEDGMENTS, REFERENCES; authors may also use subsections;

(g) tables; these should be placed after references in the same file together with the body text;

(h) figure captions;

(i) contact information for all the authors and their signatures under the body of text;

(j) copyright transfer agreements in two copies signed by all the authors; the appropriate form can be downloaded from <http://www.maik.ru>; the signed copies of the agreement should be sent to the editorial board via regular mail or be scanned and submitted via e-mail together with the manuscript.

4. When describing taxa and considering taxonomy, please use the International Code of Zoological Nomenclature.

5. Numerical data should be presented, where possible, in the form of tables. Each table should be on a separate page, numbered by Arabic numerals, and supplemented by a brief but sufficiently informative title. Avoid footnotes to tables; if they are mandatory, formulate them concisely and clearly. Tables should not duplicate the content of diagrams and graphic charts. If the manuscript

contains only one table, it should not be numbered and it should be referred to as *table* in text. Fonts used in tables should not be smaller than 10 point. Each cell should contain only one entry. Each row should be formatted as a separate row in the table, and each column should be formatted as a separate column.

6. The International System of Units (SI) should be used for physical units. Contractions of words and names should be avoided unless they are commonly used. All abbreviations should be described in the text of a manuscript. If a contracted name is used, it should be explained in parentheses at first mention. Mixing of full and contracted names is not allowed. At the first mention of a species in text or tables, the authors should give its common name in English and the Latin name. Then, if a species has a common English name it should be named in English. If there is no common English name, then the first letter of the genus and the name of the species in Latin should be used. The following notation for fish length is used in the journal: TL, total length; SL, standard length; and FL, fork length.

7. The following rules apply to figures:

- All figures should be in black and white.
- Each figure should be in a separate file, named by the first author and figure number.
- If there is only one figure in a manuscript, it should not be numbered, unless it has several panels. It should refer to in text as *figure*.
- If a figure has several panels, it is desirable to present it in two variants: (1) all panels compiled in one file with all legends and notation and (2) each panel in a separate file without panels and notation. In this case, file numbering should include letters corresponding to panels: Fig. 1a , Fig. 1b, etc.
- All legends and notation should be described in figure captions and in text.
- Acceptable formats are TIFF and JPEG with a resolution of at least 300 dpi for photographs and TIFF with a resolution of at least 600 dpi in an 8-bit per channel mode for bitmap images; vector graphics should be in the formats of the software they were created in (Corel Draw, Adobe Illustrator, FreeYand, EPS, etc.). MS Office (Excel and Word) formats are also allowed. Photographs in the form of PDF files and any rare formats are not allowed.
- The quality of illustrations in the CRC copy of the journal depends heavily on the quality of submitted images. Figures should be free of superfluous information. Legends and scales should be in captions rather than in figures. The use of hatching rather than shading and filling is preferable.

8. The list of references should contain only papers cited in the manuscript. They should be arranged in the alphabetical order and should not be numbered. References to the same author should be arranged in the following order: papers without coauthors (in chronological order), papers with a coauthor (in alphabetical order), and then papers with more than two coauthors (in chronological order). If several papers of the same author and year are cited, then letters should be added to the year: 2014a, 2014b, 2014c, etc.

9. A reference must include the following elements: surnames of all authors along with initials, year of publication, title of a paper, source of publication, volume, issue number, and page range. In the case of abstracts of papers, the first page is sufficient. Do not use *et al.* and *ibid.* If a reference is to a book rather than periodical, indicate the title of the book or collection of papers, the city of publication, and the publisher.

References in text look as follows:

According to Berg (1932)....

Several authors (Berg, 1932; Jordan, 1932)....

Jordan's findings (Jordan, 1932) indicate that....

A complete reference rather than an URL must be given, if available. Sample references are given below:

Books

Longhurst, A.R. and Pauly, D., *Ecology of Tropical Oceans*, San Diego: Academic, 1987.

Malczewski, J., *GIS and Multicriteria Decision Analysis*, New York: Wiley, 1999.

Journal article

Prokofiev, A.M., Moridae, Neobythitidae, and Bythitidae (Gadiformes: Moridae, Ophidiiformes) of Nha Trang Bay, South China Sea, Central Vietnam, *J. Ichthyol.*, 2008, vol. 48, no. 10, pp. 860–875.

Eikaas, H.S., Kliskey, A.D., and McIntosh, A.R., Spatial modelling and habitat quantification for two diadromous fish in New Zealand streams: a GIS based approach with application for conservation management, *Environ. Management*, 2005, vol. 36, no. 5, pp. 726–740.

Chapter in a collection of papers

Post, A., Paralepididae, in *Fishes of the North-Western Atlantic and the Mediterranean*, Whitehead, P.J.P., et al., Eds., Paris: UNESCO, 1984, vol. 1, pp. 498–508.

Brandt, F., Conitzer, V., and Endriss, U., Computational Social Choice, in *Multiagent Systems*, Weiss, G., Ed., Cambridge, MA: MIT Press, 2012.

Thesis

Mome, M.A., The potential of the artisanal Hilsa fishery in Bangladesh: an economically efficient fisheries policy, *Master's Thesis*, Department of Economics, University of Iceland, 2007.

Mikodina, E.V., Microstructure of Egg Envelopes in Teleost Fishes from Different Ecological Groups, *Cand. Sci. (Biol.) Dissertation*, Moscow: Moscow State Univ., 1979.

Meeting papers and conference proceedings

Maselko, J.M., Wertheimer, A.C., and Thedinga, J.F., Estimating probing behavior of pink salmon, in *Proceedings of the 19th Pink and Chum Salmon Workshop*, Juneau: National Marine Fisheries Service, 1999, pp. 40–48.

Murata, Y., Blocks to Polyspermy in Fish: A Brief Review, in *Proc. 32nd UJNR Aquacult. Panel Symp. "Aquaculture and Pathobiology of Crustacean and Other Species"*, Sakai, Y., et al., Eds., Santa Barbara, California, 2003, pp. 1–15.

Internet publications

ERDDAP (Environmental Research Division's Data Access Program), Easier Access to Scientific Data. <http://coastwatch.pfeg.noaa.gov/erddap/index.html>, Cited November 20, 2012.

NODC (Nation Oceanographic Data center), World Ocean Database.

<http://www.nodc.noaa.gov/OC5/WOD09/pr-wod09.html>, 2009, Cited November 25, 2012.

11. When submitting a manuscript via e-mail, attach files to your message and indicate the first author in the subject line. If the file size is large, please use archiving utilities or file sharing services.

12. The editorial board of the journal reserves the right to change the title of a manuscript and copyedit the manuscript as agreed upon with the authors.

13. The authors receive galley proofs via e-mail for corrections and minor changes. This is accompanied by a letter with instructions and deadlines.

14. The CRC of a published article is sent by e-mail as a PDF file in lieu of paper copies.

15. If the revision of a manuscript takes more than two months or if its content substantially changes, then the manuscript is considered newly submitted.

16. Manuscripts that ignore the rules described in these guidelines are rejected without consideration.