

Guidelines for authors

ASIAN MYRMECOLOGY is a peer reviewed journal covering all aspects of research on ants in or from Asia and is published by the International Network for the Study of Asian Ants, "ANeT". The journal publishes original research papers, reviews, and short communications in important subfields of myrmecology, without any page charges. Manuscripts should be submitted in grammatically correct English as a Microsoft Word file to the e-mail address of the Editors, together with a covering letter with the full address and telephone/fax numbers where the corresponding author can be reached:

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Preparation of manuscripts

The following are intended to save time; please contact the editors in the event of problems. Please format the text, tables, legends and references double-spaced on A4 paper with 3 cm margins as a WORD or RTF file. All text should be flush left and all lines should be numbered consecutively throughout the text. Number pages and avoid footnotes.

Articles should not exceed a length of 15 printed pages (including figures and tables), except by special permission. Short communications may not exceed three printed pages, and require keywords but no abstract. The main page should include a concise title, an abridged title for a running header (no more than 50 characters), keywords, full names and addresses of all authors, current addresses if different, e-mail addresses, and indication to whom queries and proofs should be sent. Up to seven English keywords should be listed. Articles should include a summary of about 150 to 200 words that places the work in scientific context and makes clear what was accomplished. The authors may include a translation of the summary in the language of the country in which the work took place. Authors who write in non-European characters are asked to submit a true-type font (tff) file with their submitted abstract. Authors, particularly those using a non-native language, should have their manuscripts checked linguistically before initial submission.

Tables and figures must be numbered with Arabic characters and referred to in the text (as Table 1, Fig. 1 etc.). Each table should be typed on a separate sheet with title and legend and should have the authors' names and figure numbers on the page head lines. Figures should be submitted with clearly legible labels (type font: Arial). Maps should have a scale bar and indicate the direction of north. Photographs and paintings can be published in colour. Figure legends should be self-sufficient explanations of no more than four lines, and the list of figure legends should be typed on a separate page. Please do not include character symbols in the legend. Use the metric system in text, figures and tables. Designate time in the 24-hour system and write it as 06:30 h or 20:00 h. Use the European system of calendar notation (e.g. 4 December 2005).

Summary statistics should include measures of both central tendency and dispersion where appropriate, e.g. means and standard deviations (SD). Reports of all statistical tests should include the name of the statistical test, the name of the test statistic and its value, the degrees of freedom and the probability value used to determine significance and the authors' interpretation of their analysis. Probabilities should be reported as exact values if not significant, otherwise rounded off to either $P < 0.05$, 0.01 or 0.001 . For example: "Mean head widths were significantly different between the two colonies (mean \pm SD = 0.95 ± 0.20 mm vs. 1.10 ± 0.23 mm, t -test, $t_{38} = 2.22$, $P < 0.05$).

Authors are encouraged to use the EndNote style provided on the WWW page. Citations in the text should have the authors immediately followed by the date; for example: (Maschwitz & Maryati 2001). If multiple papers by the same author in the same year are cited, they should be lettered in sequence (2000a, b). In-text citations of publications by three or more authors should be in the form (Buckley *et al.* 2000). Successive in-text citations should be in chronological order. The reference list should be arranged alphabetically and presented as follows:

Reference to article in journal: Yamane S, Itino T and Abdal Rahman Nona, 1996. Ground ant fauna in a Bornean dipterocarp forest. *Raffles Bulletin of Zoology* 44(1): 253-262.

Reference to book: Hölldobler B and Wilson EO, 1990. *The Ants*. Springer Verlag, Berlin, 732 pp.

Reference to chapter in book: Moffett MW, 1988. Nesting, emigrations, and colony foundation in two group-hunting myrmicine ants (Hymenoptera: Formicidae: *Pheidologeton*). In: *Advances in Myrmecology* (Trager JC, ed), Brill, Leiden, 355-370.

Reference to article on the Internet: Eguchi K, 2005. Important characters for sorting and identifying Indo-Malayan *Pheidole* species. Downloaded from www.antbase.net/poster-exhibition.html on 9 May 2006.

Revised manuscripts should be returned to the editorial office within two months of the date on which revision was invited, and accompanied by a separate file containing a detailed response letter on how all the concerns of the Editors and referees have been addressed. Rejection of papers is possible until this stage. Editing of the language is a standard procedure after this, and authors will be consulted again for clarification as necessary. Final proofs will be sent to the corresponding author by email as a PDF file. Please check proofs carefully against the typescript for errors before returning the corrected proofs to the corresponding Editor within two weeks of receipt.

For a more detailed version of these guidelines, please visit <http://www.asian-myrmecology.org>