

Environmental Conservation – Instructions for Authors

The main criteria for acceptance of submissions to *Environmental Conservation* are originality, scientific rigour, international interdisciplinary appeal to the readership and acceptability of style. Papers must not have been published previously, nor be under consideration for publication elsewhere. *Environmental Conservation* employs an interactive processing and editing procedure. We receive many more submissions than we have space to publish and the final authority in all matters relating to publication lies with the Editor.

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All material to be considered for publication in *Environmental Conservation* must be submitted in electronic format via the journal's online submission system at the Journal's ScholarOne site at <http://mc.manuscriptcentral.com/envcon>. New authors should create an account prior to submitting a manuscript for consideration. Submissions should be typewritten, double-spaced, on A4 or US letter paper, and supplied electronically as Word or rich-text files. PDF files cannot be considered.

Submissions of the following types are accepted for review in the Journal:

- Subject Reviews (<10 000 words including legends and references)
- Research Papers (<8000 words including legends and references)
- Reports (<4000 words including legends and references)
- Comments (<1500 words including legends and references)

Articles received by the Journal will undergo a pre-screening process to increase the efficiency of the publication process. Papers that are considered to be of minor importance to the readership of the Journal are not reviewed and any papers with format problems are returned for revision. Papers selected for review are sent out to three referees, who agree to undertake the refereeing within a short period of time.

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The author bears the responsibility for checking whether material submitted is subject to copyright or ownership rights, e.g. photographs, illustrations and data. Where use is so restricted, the Editors and the Publisher must be informed with the submission of the material.

Journal style guide

Papers must be clearly written in English. A recent issue of the journal from Volume 30 onwards should be consulted for style. Units, symbols and related matters are based on the CBE Manual *Scientific Style and Format* (6th Edition, 1994, ISBN 0-521-47154-0).

Text should be prepared in Word or rich-text format in a common 12-point font such as Times New Roman. All pages should be numbered and also include line numbering to ease the review process. The first (title) page must include author names (capitals) and full addresses where the work was carried out. The corresponding author should provide an e-mail address. Current addresses, where different, should also be given, and a word count provided including references and legends.

The second page should contain a Summary followed by the main body of text. The Summary should be concise and informative, and complete in itself. It should succinctly express the context, purpose, methods, findings, approach and implications of the study. There should be no references or unexplained abbreviations. Avoid phrases such as 'are described', 'will be discussed', etc. Comments and Reports do not have a Summary, but please remember that all submissions require an additional Abstract at submission, which is used in the review process.

A research paper will normally have such sections as: Introduction; Methods; Results; Discussion; Conclusions; Acknowledgements; References; and Figure Legends. The Methods section should include essential details of study area, analyses and sources of data. Each Table and Figure should be loaded as a separate file and format details are provided below.

A subject review should have sections appropriate to the topic addressed, but any methods and sources should be detailed preferably in a separate section.

Please note that footnotes are not used in *Environmental Conservation*.

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Before submitting your manuscript you may wish to have it edited for language, particularly if English is not your first language. Authors are liable for all costs associated with such services. Spelling should conform to *The Concise Oxford Dictionary*, 10th edition or later. Scientific names of genera, species and subspecies, but not of higher groups should be italicized. Foreign words should be italicized at their first mention, where they also must be defined and explained, but thereafter may be written in normal typeface.

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The International System of units (SI) is to be used. Units, symbols and related matters are based on the CBE Manual *Scientific Style and Format* (6th Edition, 1994, ISBN 0-521-47154-0). Acronyms and abbreviations are generally in upper case and should be expanded at the first mention. All currencies should at first mention have a US\$ exchange rate (e.g. '£1 = US\$1.20, January 2011).

References

All references to cited literature should be given in alphabetical order on a new page at the end of the paper. Where a Reference is not to a recognized periodical or substantive book, but rather to an official document, internal technical or

consultancy report, greater flexibility may be exercised. The chief criterion for correct referencing is that a reader be provided with the information necessary to find the item cited. References should also be given to international treaties (UNTS number). Unnecessary references should be omitted. Please refer to the online 'Instructions for Authors' for examples.

Tables

Tables should be submitted in preferably MS Word or Excel format, and presented one per file, complete with heading. They should be uploaded separately from the main body of the text, with their approximate final positions indicated in the text. Tables should be suitable for production on a single journal page or less. Table captions should be brief and ensure the Table is comprehensible without reference to the text. They should incorporate any scale, key or symbols, etc. necessary to interpret the information.

Figures

Environmental Conservation is pleased to announce that all figures submitted to the journal in colour will, where justified, be published in colour online at no cost. If you do not wish for your figures to be published online in colour, please submit your figures in black & white. All figures will be printed (i.e. hard copy) in black & white unless a fee is paid. Please make sure the figure legends are understandable for both the colour, and the black & white version of your figure. Figures should be supplied in an electronic format at a suitable size for printing with the following resolutions:

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Figures should not be framed and be as simple as possible. Avoid fine lines, stippling and unusual symbols, which cannot be reproduced satisfactorily when reduced to one (84mm) or two-column width (175mm). Where various shadings are used within a figure please ensure that it is easy to differentiate between them. Line charts, bar charts and pie charts should be two-dimensional.

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Tracking your submission

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ENVIRONMENTAL CONSERVATION

International Journal of Interdisciplinary Environmental Science

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