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PREPARATION OF MANUSCRIPTS FOR PUBLICATION IN THE OHIO JOURNAL OF SCIENCE

The following suggestions are presented in order to minimize revisions and editorial corrections. Uniformity of style and format necessitates attention to detail by authors.

STYLE. Recent issues of the JOURNAL should be examined so that authors become familiar with its general style. Three copies of the manuscript should be submitted typewritten on 8.5 X 11 inch paper with wide margins and double-spacing throughout. Manuscripts submitted to the JOURNAL should be assembled in the following manner: title, author's name and address; abstract (unless a brief note); body of the paper composed of introduction, methods and materials, results, and discussion; acknowledgments (if applicable); literature cited; tables (if applicable); figure legends; and figures (if applicable). Manuscripts not in this format will be returned. In addition, please indicate an appropriate running head for your paper, consisting of no more than 98 letters and spaces combined. Do not submit a title or cover page. Page one should include title, author(s), authors' address(es) and an abstract. The only words that should be underlined are scientific names. Spell out numbers one through nine. Use active voice in most cases. Pages should be numbered consecutively. Extensive quotations in the text should be typed with slightly wider margins. Acceptable symbols should be used for units of measurements; e.g., see CBE Style Manual. 5th edition, compiled by the Council of Biology Editors, Inc., 9570 Rockville Pike, Bethesda, MD 20814.

Title is to be typed in capital letters. Scientific names of organisms in the title should be underlined. The author's name should be typed in capital letters below the title. The address of the department, institution, city and state that are to be credited with supporting the author and his work should be typed (caps and lower case) below the author's name. If more than one institution is to be credited, the names should appear in the order corresponding with the authors' names.

TABLES. Tables are to be typed, double-spaced, on separate sheets of paper. One table to a page, numbered consecutively, and placed in a group at the end of the manuscript. Keep the number of tables at a minimum; numerous small tables especially should be avoided. When the headings for a number of tables are similar, an attempt should be made to combine the tabular data. Use a double horizontal line immediately below the title of the table and a single horizontal line below the column headings and at the bottom of the table. Do not use horizontal lines in the interior of the table and use no vertical lines. Tables should be planned and prepared with proper spacing so that such lines are unnecessary. Footnotes to tabular data should be noted by asterisks, daggers, or other signs to avoid confusion with numerals in the table or elsewhere. The general style desired in tables can be seen by examining recent issues of the JOURNAL.

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